



AGENDA

REGULAR SESSION

MONDAY, MAY 16, 2016 7: 00 PM

PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON

CHAIRPERSON OF THE EVENING: THE HONORABLE DONALD SCHULTZ

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES

UNFINISHED BUSINESS

1. Sale of Former McKinley School at 640 Plum St.

COMMUNICATIONS MISCELLANEOUS

2. Garfield Elementary Street Closure Requests
3. Citizen Property Use Request
4. Minutes Acknowledging Spokesperson of McKinley Neighbors United
5. Citizen Letter – February Primary Elimination Hearing

PERSONS IN THE AUDIENCE

NEW BUSINESS (ELECTED OFFICIALS)

COMMUNICATION FROM CITY AND OTHER OFFICIALS

6. FOP Park Dedication
7. Boards and Commissions Guidelines and Application
8. Creation of Human Resources Specialist Position
9. Distributor License/Amusement Device Fee Report
10. CMTS Internet Upgrade Project
11. Golf Course Irrigation System Upgrade & Service Contract Renewal
12. Special Events:
 - a. 2016 WSAF Parking Lot Contract
 - b. 2016 WSAF Artwork Contract – Guide Book and Poster
 - c. 2016 WSAF Entertainment Contract – RHS Jazz Ensemble & Friends
 - d. 2016 WSAF Tent Rental Agreement
 - e. 2016 WSAF Artwork Contract – Wish Rocket
 - f. 2016 WSAF Entertainment Contract – Matt’s Downriver Zumba
 - g. 2016 Entertainment Contract – American Mars & Old Kats
 - h. Wyandotte Kiwanis Sunrise Health Day Special Event Application
 - i. RHS Waterside Pops Concert Special Event Application
13. Property Maintenance at 517 Riverbank – Show Cause Hearing Scheduling
14. Promissory Note Payments – 2344-46 Biddle Avenue
15. City Hall HVAC Maintenance
16. DPS Snow Removal Roll
17. Tax Reverted Residential Properties
18. Sale of City Owned Property at Former 222 Antoine

PRESENTATION OF PETITIONS

- Request to vacate alley behind 4088 7th Street (area of Hillsdale between 7th & 8th Streets)

REPORTS & MINUTES

City Council	May 2, 2016
City Council – Special Meeting	May 5, 2016
Daily Cash Receipts	May 10, 2016
Daily Cash Receipts	May 11, 2016
Beautification Commission	April 13, 2016
Fire Commission	April 12, 2016
Police Commission	April 12, 2016
Police Commission	May 10, 2016
Recreation Commission	April 12, 2016

BILLS & ACCOUNTS

CITIZENS PARTICIPATION

RECESS & RECONVENE

HEARINGS

SAD #939
SPECIAL ASSESSMENT ROLL
SEWER TAP REPAIR ON 22ND STREET
BETWEEN OAK AND EUREKA

SAD # 941
SPECIAL ASSESSMENT ROLL
2015 CONCRETE SIDEWALK PROGRAM
AREA BETWEEN OAK ST AND GROVE &
BETWEEN 15TH STREET AND FORT STREET

RESOLUTIONS

ADJOURNMENT

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: ~~April 25, 2016~~ **May 16, 2016**

AGENDA ITEM # 1

ITEM: Sale of Former McKinley School at 640 Plum Street

PRESENTER: Mark A. Kowalewski, City Engineer and William Look, City Attorney

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer; William Look, City Attorney; Giuseppe DiSanto, Coachlight Properties, LLC

BACKGROUND: At the December 14, 2015, City Council meeting Council directed the City Engineer and City Attorney to negotiate a Purchase Agreement with Coachlight Properties LLC, for the sale of former McKinley School Site at 640 Plum Street. The Purchase Agreement includes the following:

- a. Sale of the property for \$1.00
- b. Maximum number of units to be 60. (Thirty (30) units will be in the existing building and thirty (30) units will be in the new construction.)
- c. Parking will be provided at a rate of 1.5 parking spaces per unit
- d. Any additions to the building will be of same architectural style as existing building
- e. Reconfiguration of existing park space with buyer committing up to \$100,000 for improvement subject to City's approval. Buyer to maintain Public Park.
- f. The City's support for an Obsolete Property Rehabilitation Act Exemption (OPRA) and Brownfield Plan is included in Paragraph 35.H. City representatives and Coachlight Properties LLC representatives have met with the Michigan Economic Development Corporation (MEDC) regarding the potential for capturing state school tax as part of a future Brownfield Plan. After these meetings, state school tax capture will not be pursued. The elimination of the state school tax capture adds four (4) years to the reimbursement period for the Senior Housing Project. A Senior Housing Development with the 12 year OPRA and Brownfield Plan still generates more net tax revenue for the City compared to the other alternatives (see revised Tax Revenue Analysis).

In addition, the State of Michigan Historic Preservation Office (SHPO) Supervisor has provided support for the project being included on the National Register of Historic Places. He indicated the architectural detail and overall design of the building including potential renovations makes the building an ideal candidate.

STRATEGIC PLAN/GOALS: We are committed to maintaining and developing excellent neighborhoods by utilizing vacant school properties and other space to add age-appropriate public amenities to residential areas and continuing neighborhood renewal projects, where needed, in order to revitalize structures and infrastructure in residential areas.

ACTION REQUESTED: Approve the Purchase Agreement.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Future maintenance costs to school building avoided and additional revenue received by the City.

IMPLEMENTATION PLAN: Execute Purchase Agreement and complete conditions precedent to closing.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION:

SDyodal

LEGAL COUNSEL'S RECOMMENDATION: Reviewed Agreement as to form by W. Look 4/20/16

MAYOR'S RECOMMENDATION:

W.L.

LIST OF ATTACHMENTS:

Attachment #1 – Purchase Agreement

Attachment #2 – Revised Tax Revenue Analysis

Attachment #3 – Council Resolution dated December 14, 2015

Agenda item from December 14, 2015 includes:

A: June 9, 2015 with Letter of Intent- Amended (LOI) #2.

B: Rezoning Ordinance

C: Coachlight Properties LLC letter regarding OPRA and Brownfield

D: Tax Revenue Analysis of Nine (9) Buildable Lot; Tax Revenue of Senior Housing Project; Comparison of Tax Capture 60 Apartment Versus Nine (9) Houses; Comparison of Tax Capture 60 Apartment versus 14 Houses.

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan

Date: ~~April 25~~, 2016

May 16

RESOLUTION by Councilperson _____

RESOLVED BY THE MAYOR AND COUNCIL that the Council concurs with the recommendation to sell the property known as former McKinley School Site, 640 Plum to Coachlight Properties, LLC, for the amount of \$1.00; AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Offer to Purchase Real Estate for the property known as former McKinley School Site, 640 Plum Street between Coachlight Properties LLC and the City of Wyandotte as presented to Council on April 25, 2016; AND

BE IT FURTHER RESOLVED that the Department of Legal Affairs is hereby directed to prepare the necessary sale documents and the Mayor and Clerk are hereby authorized to sign.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____



Garfield Elementary School

"Educate - Empower - Lead - Succeed"

340 Superior Blvd.
Wyandotte, MI 48192
Phone: 734-759-5500



Principal - Cindy Wright
wright@wy.k12.mi.us
Secretary- Chris Martin
martinc@wv.k12.mi.us

May 6, 2016

Dear Mayor Joseph Peterson,

My name is Cindy Wright, principal of Garfield Elementary in Wyandotte. Our school has a few events scheduled for our students that would require blocking off the boulevard in front of our school. The dates are as follows:

Thursday, June 2 nd	Annual Garfield Family Picnic (3:30 - 8:00)
Friday, June 10 th	Field Day (8:30-2:30)
Monday, June 13 th	Positive Behavior Celebration (8:30-2:30)

Your approval would be appreciated. Thank you for helping us keep our students safe.

Sincerely,

Cindy Wright
Principal

Our Vision: Garfield Elementary School is a high achieving learning community where confident leaders are developed in a creative and nurturing environment.

RESOLUTION

DATE: May 16, 2016

RESOLUTION by Councilperson _____

BE IT RESOLVED that permission is granted to Cindy Wright and Garfield Elementary School to close the north side of Superior Boulevard between 3rd and 4th Street for the following events at the specified dates & times:

Annual Family Picnic	Tuesday, June 2, 2015	3:30pm - 8:00pm
Field Day	Thursday, June 4, 2015	8:30am - 2:30pm
Positive Behavior Celebration	Friday, June 5th 2015	8:30am - 2:30pm

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

YEAS

COUNCIL

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

NAYS

From: [Kay Manville](#)
To: mayor@wyan.org
Subject: parking permission for Manvilles
Date: Saturday, May 07, 2016 5:37:42 PM

Good Afternoon,
I am Kay Manville and reside at 1735 3rd street. My family is hosting a High School Graduation Open house on May 28 for our daughter. We would like to ask permission to have our guests park in the vacant lots at the corner of Alkali and 2nd street and also at the corner of Alkali and 3rd street. The party is on May 28 from 5pm-9pm
Thanks so much for your consideration.

Kay Manville
[313 909-0312](tel:3139090312)

1735 3rd street
Wyandotte MI 48192

RESOLUTION

DATE: May 16, 2016

RESOLUTION by Councilperson _____

WHEREAS Kay Manville, 1735 3rd Street, has requested to use the city-owned vacant lots located at the corners of Alkali & 2nd and Alkali & 3rd on Saturday, May 28th, 2016, from 3pm-11pm for the purpose of a private event.

BE IT RESOLVED that Council grants permission for the use of the above-mentioned lots, provided a Hold Harmless Agreement is executed as prepared by the Department of Legal Affairs.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

YEAS

COUNCIL

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

NAYS

McKinley Neighbors United Meeting Notes October 17, 2007

1. Call To Order: The meeting was called to order by John Darin, Chairperson of the Evening.
2. Welcome and Introduction of Steering Committee Members: The members of the Steering Committee who were present identified themselves for the attendees.
3. Neighborhood Street Cleaning Program: Recent correspondence from the Mayor's office to the McKinley Neighbors United Steering Committee regarding enforcement of the existing model neighborhood street cleaning program was reviewed with the members present and much discussion ensued. The consensus of the McKinley Neighbors United community, by voice vote and show of hands, was to continue the neighborhood street cleaning program and enforcement, and to construct a letter to the Mayor informing him of this decision. There were no dissenting opinions noted.
Follow-Up Note: A letter to the Mayor from the Steering Committee was drafted and mailed.
4. Monitoring of Industrial Noise Pollution: There was discussion regarding noise and odor pollution from the industrial area adjacent to the McKinley neighborhood. Regarding noise pollution, it was noted that Section 25-85 of the City of Wyandotte Ordinance states "A person is guilty of a misdemeanor if he or she ... causes total noise exceeding 82 DBA, or which may be heard more than one hundred feet away from the source of the noise." It is recommended that a formal record of the excessive noise be obtained, with type, duration, and direction of noise, date and time of noise, and name and address of the diary keeper. The diary with cover letter should be mailed to the Wyandotte Police and Fire Commission, Attention Randy Hicks, 3131 Biddle Avenue, Wyandotte, MI 48192. The members recommended that a draft diary be created and distributed with these meeting notes.
Follow-Up Note: A diary was drafted for distribution to members for follow-up monitoring.
Action Needed: Disseminate Wayne County telephone number for reporting incidents of odor pollution.
5. 9th Street Birm and Greenbelt: There was discussion of the need for development and construction of a birm along the 9th Street corridor, adjacent to the railroad tracks, from Eureka to Grove Street. It was noted that the City Master Plan no longer depicted green space on the western border of the McKinley neighborhood joining the green space along Grove Street. It was generally agreed by those present that a 9th Street green belt would serve many purposes, including buffering the impact of the railroad right of way on the adjacent neighborhood, and decreasing the impact of a potential hazardous materials spill in the rail easement. It was requested that the Steering Committee further investigate 1) the existence of a city-owned easement between the railroad property and the neighborhood, and 2) the existence of a 9th Street Birm in the City Master Plan.
Follow-Up Note: Upon further investigation, and per the City of Wyandotte Engineering Department, 1) the City of Wyandotte DOES NOT own property along the railroad easement, between the easement and the neighborhood private property; and 2) the 9th Street Birm and green space has been removed from the City Master Plan.
6. Special Education Bus Parking on Eureka: Gerald Wald discussed the issue of bus parking on Eureka Road at 4th Street, and the problems with impaired visibility that this situation created. It was noted that, after notification of the facility of the visibility issues by some

members of the McKinley Neighbors United, the bus had been relocated to their parking lot, and no longer poses a potential danger.

Action Needed: None.

7. Jim Johnston Tribute and Memorial: There were many ideas discussed regarding a suitable tribute and memorial to the late Jim Johnston by the McKinley Neighbors United. The suggestions that will be followed-up on are to investigate the feasibility of a suitable memorial at the McKinley School, with participation by the school, its students, McKinley Neighbors United, and the City of Wyandotte Beautification Commission. A public dedication, with City dignitaries, would be appropriate.

Action Needed: Follow-Up in Spring, 2008 with McKinley School and the Beautification Commission.

8. McKinley Neighbors United Web Page: There was considerable interest in creating a web page for the McKinley Neighbors United group. Some interest has been forthcoming by some members of McKinley Neighbors United in developing and maintaining this web page. This appeared to be an appropriate item for follow-up in 2008.

Action Needed: Follow-Up in 2008 with interested web-designer residents!

9. Vacant Lots for Sale: It was noted that 5 vacant lots (763-65 Plum, 664 Orange, 824 Cherry, 712-16 Cherry, and 320 Pine) were offered for sale by the City. As of this date, 3 properties had been sold. Progress on the sale of these properties and the construction of new single family homes will be watched with interest.

Action Needed: None.

10. Handicap Parking in Front of City Hall: Some members complained that there seem to be few handicap parking signs in front of City Hall. It was requested that the Steering Committee investigate the presence and quantity of handicap parking spaces in front of City Hall.

Follow-up Note: Upon investigation, it was noted that there are no designated handicap parking spaces in front of City Hall. Per the Engineering Department, the city has no plans to designate handicap parking in front of City Hall because they would take up too much space, and there is handicap parking available in the city lots.

Action Needed: Follow-up with Steering Committee on appropriateness of follow-up recommendations to the City.

11. Appointment of McKinley Neighbors United Spokesperson: There was a motion presented by Vera Johnston, and seconded, that John Darin, 851 Orchard Street, be the duly appointed official Spokesperson of the McKinley Neighbors United and McKinley Neighbors United Steering Committee. The motion passed by a unanimous voice vote. The appointment was effective immediately.

Action Needed: None.

Respectfully submitted,

John Darin

McKinley Neighbors United!

Thank you for your continued support of the growth and development
of our first-class neighborhood!

When: Wednesday, October 17th, 2007, 7:00 – 8:00 pm

Where: McKinley School Auditorium

Agenda:

- Welcome & Introduction of Steering Committee Members
- Neighborhood Street Cleaning Program
- Monitoring of Industrial Noise Pollution and Odor Pollution in our Neighborhood
- 9th Street Birm and Greenbelt in the City Master Plan
- Special Ed Bus Parking On Eureka and 4th Street
- Jim Johnston Tribute/Memorial
- Other Topics of Interest

No infants please. Childcare will not be provided.

RESOLUTION

DATE: May 9, 2016

RESOLUTION by Councilperson _____

BE IT RESOLVED that the minutes from the McKinley Neighbors United meeting held on October 17, 2007, showing the appointment of John Darin as the official spokesperson of the McKinley Neighbors United and McKinley Neighbors United Steering Committee is hereby received and placed on file.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

YEAS

COUNCIL

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

NAYS

May 3, 2016

Dear City Council,

I am disappointed and dismayed at the result of item #7 of the May2,2016 City Council meeting. The election law changes and the subsequent elimination of the city primary and the holding of only a May city general election concerns me. If the city is going to be in dire financial distress in the next few years and the city expects to go to the voters for a millage renewal, the city had better be better stewards of our tax dollars. If as stated in the city clerk's letter that each election costs the city \$25,000.00, why not put the city election in sync with the federal, state, and county elections and save the citizens some money. I for one will not vote for any millage increase unless I see more consolidation, be it departments or even elections.

I always thought that the City of Wyandotte was a bastion of the Democratic party. However, after last night's vote on item #7 and your refusal to hold a public hearing on these election changes that I requested I now realize the entire City Council is either Republican or DINO's (democrat in name only). Republicans try to suppress the vote, not Democrats. Republicans try to keep citizens from participating in government, not Democrats. With your vote on the election law changes I hope you can see my reasoning on this issue. First, I feel that voter turnout would be more robust in November than in May because it would coincide with a federal ,state, or county election. Perhaps that is your aim-to reduce voter turnout. It might make it easier to win an election. But I feel you do the citizens and democracy a disservice if that is your goal. Second, by refusing to hold a public hearing on this election change you are denying our citizens the right to participate in the most basic and fundamental freedom we have -the right to vote. The right of every citizen to participate in their government was one of the basics our Forefathers wanted when this country was formed and now you have denied the citizens an opportunity to do just that. I may be the only one in the city that thinks a public hearing is the least that should be done, but I believe that if Richard Miller were alive he would stand beside me on this issue.

Sincerely,



Tom Kaul

3115 Van Alstyne

Wyandotte

RECEIVED
MAY 5 2016
CITY CLERK
CITY OF WYANDOTTE

RESOLUTION

DATE: May 9, 2016

RESOLUTION by Councilperson _____

BE IT RESOLVED that the communication from Tom Kaul, 3115 Van Alstyne, regarding the elimination of the February primary for general city elections is hereby received and placed on file.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # **6**

ITEM: Naming the Field at FOP Park in Honor of Jim Wagner

PRESENTER: Mayor Joseph R. Peterson



INDIVIDUALS IN ATTENDANCE:

BACKGROUND: Jim Wagner has been an active member of our community in a variety of different roles. Jim lived in Wyandotte for 60 years and either was or still is a member of many different groups. Jim is a former member of the Wyandotte Recreation Commission, former member of the Wyandotte Athletic Association, current member of the Wyandotte Public Schools Scholarship Foundation, and current member of the Wyandotte Rotary Club (serves as the chairperson for their annual golf outing at Wyandotte Shores). Through his involvement with the Wyandotte Public Schools Scholarship Foundation, Jim has helped to raise money for scholarships for graduating seniors from Roosevelt High School to help fund their college education. As chairperson for the Wyandotte Rotary Golf Outing, Jim puts on an annual golf outing at Wyandotte Shores to help raise money which is used to support various youth activities and other charitable endeavors.

Mr. Wagner served as Mayor of Wyandotte from 1979-1987. Jim also used to be a small business owner (Wyandotte Sporting Goods) and sponsored many recreation teams throughout the years (slo-pitch softball, youth baseball, adult basketball, bowling teams, and both youth and adult hockey teams).

Currently, several of the fields located in the city are named after individuals. At Pulaski Park, three of the four fields are named Kuzava Field, Prygoski Field, and Mekelon Field.

At the April 7, 2015 Recreation Commission meeting, it was suggested to name the field at FOP Park as Wagner Field. Currently, Jim's father's name is one of several on the FOP Scoreboard as his donations helped to fund the purchase of it. After a brief discussion, the Recreation Commission agreed unanimously to rename the field at FOP Park as Wagner Field.

STRATEGIC PLAN/GOALS: Wyandotte is rich in the arts and recreational opportunities and celebrates the talents and culture of the people who live here.

ACTION REQUESTED: Concur with the recommendation to name the field at FOP Park in honor of Jim Wagner

BUDGET IMPLICATIONS & ACCOUNT NUMBER: n/a

IMPLEMENTATION PLAN: The Recreation, Leisure and Culture Department will coordinate a naming ceremony and work with the Department of Public Services to install signage.

COMMISSION RECOMMENDATION: n/a

CITY ADMINISTRATOR’S RECOMMENDATION:

LEGAL COUNSEL’S RECOMMENDATION: n/a

MAYOR'S RECOMMENDATION:

LIST OF ATTACHMENTS: Recreation Commission Minutes from April 7, 2015

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16, 2016

RESOLUTION by Councilperson _____

RESOLVED by the City Council that based on his many years of dedicated public service to the City of Wyandotte, Council hereby concurs in the recommendation of Mayor Peterson and the Recreation Commission to name the field at FOP Park as Wagner Field.

AND BE IT FURTHER RESOLVED that the Recreation, Leisure and Culture Department will coordinate sign installation and a date and time for the naming ceremonies of Wagner Field in honor of Jim Wagner.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

WYANDOTTE RECREATION COMMISSION

A meeting of the Wyandotte Recreation Commission was called to order on Thursday, April 7, 2015 at 7:30 pm in the Harold Popp Warming Room at the Benjamin F. Yack Center.

Members Present:

President Ken Prygoski
Vice President Margaret Loya
Secretary Wally Merritt
Commissioner Lori Shiels

Sup't of Recreation Justin N. Lanagan
Golf Course Manager & Recreation Assistant
Bob Stempien

Persons in the Audience:
None

Members Excused:

Also Present:

A motion was made by Secretary Merritt and supported by Commissioner Shiels to approve the minutes of the previous meeting as submitted via e-mail.

CORRESPONDENCE:

Commission check from Downriver Gymnastics in the amount of \$260.00 for Winter Session I.
Commission check from Fusion Karate in the amount of \$20.30.

INTERDEPARTMENTAL:

None

COUNCIL RESOLUTIONS:

REPORTS AND MINUTES:

Arena Report February & March 2015
Account Breakdown Pay Period 2/8/2015, 2/22/2015 & 3/9/2015
Senior Van Report February 2015
Telecare Report February 2015
Open Skating Report February 2015.....\$1,188.00 & March 2015.....\$468.00
Senior Friendship Club Treasurer's Report February 2015.....Checking \$1413.96.....Savings \$359.46.
Senior Friendship Club Minutes January 2015

SPECIAL ORDER

Superintendent Lanagan addressed the following with the Commission:

- Superintendent Lanagan stated the Health and Wellness Expo has a rental scheduled for July 25, 2015 in the Yack Arena. The group has asked if they can rent the lobby of the Yack Arena for registrations and not the whole building due to money constraints. Superintendent Lanagan suggested \$250 for the lobby use which is already covered by the deposit that the Health and Wellness organization already paid. Vice President Loya motioned, Secretary Merritt seconded. Motion approved.
- Superintendent Lanagan stated no bids came through for the Bishop Park Concession. Discussions were held with the Wyandotte Braves and the Wyandotte Indians inquiring if their organization would be interested in opening and maintaining the Bishop Park

Concession. They were not interested because it was too big of an undertaking. Signs were posted on the concession stand informing the public that the concession stand is available for lease. Dan Daly contacted Superintendent Lanagan and is interested in leasing the concession stand at Bishop Park. Superintendent Lanagan informed Mr. Daly to submit a proposal to Commission in regards to the contract amount he would like to be considered for. Superintendent Lanagan also informed Commission the rate for additional porta cans would be \$130 per unit through Acee Deucee and he was looking to place an additional eight units totaling \$1040 a month, if necessary. Superintendent Lanagan stated he would email a letter to Mayor and Council about the current situation regarding the Bishop Park Concession.

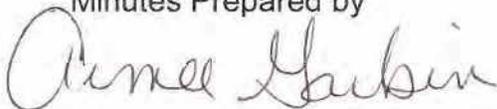
- Superintendent Lanagan informed Commission the Hebda Cup Regatta is April 25, 2015 and the Wy-HI Regatta is May 2, 2015 and the boat club is requesting the use of two golf carts as they have done in past years. President Prygoski mentioned about a past discussion involving a payment for \$50 for the use of the restrooms and supplies. Commissioner Shiels made a motion to send a bill to the Boat Club and Commissioner Ronco seconded. Motion passed.
- Superintendent Lanagan stated Dog Park bids are coming in. Bids will be opened Monday, April 13, 2015 at 2 p.m. All persons will have to be registered with the City of Wyandotte in order to get a key fob. The registration form will require license and vaccination information. Registration fees will be \$25 for City Residents and \$35 for Non-Residents and is required annually. Registration and payments will be processed with Municipal Services.
- Superintendent Lanagan and Commission discussed naming the field at FOP Park in honor of past Mayor Jim Wagner. The scoreboard was already donated by his family and the Brohl family. Commissioner Merritt motioned and Commissioner Ronco seconded. Motion Passed.
- Superintendent Lanagan stated the Week in Wyandotte is held by Wyandotte Family Church every year. Children come from Michigan, Indiana, Ohio and they stay a week in Wyandotte and help around the city working on projects such as painting and repairing fences. The Wyandotte Family Church submitted an application for a grant to help secure funding for new playground equipment. If the grant is approved the Wyandotte Family Church would like to install the playground equipment during the Week in Wyandotte at VFW.
- Superintendent Lanagan stated he had a meeting with Trenton and Riverview Recreation Directors in regards to the Trenton pool. Trenton would like Wyandotte to help promote their pool and in return, Wyandotte Residents will receive the resident rate discount.
- Superintendent Lanagan informed Commission about an Eagle Scout project that will take place at VFW Park. Robbie Louis, an aspiring Eagle Scout is working on his Eagle Scout badge and would like to paint all of the fences and playground equipment at VFW Park. DPW will supply the paint for Robbie and his team to paint the fences and Superintendent Lanagan will supply the paint for them to paint the playground equipment.
- Superintendent Lanagan stated a gentleman would like to have a BBQ at Copeland Center during his rental. The Recreation Department does not allow rentals to cook in the kitchen while renting the facility. The gentleman asked if he could bring a small portable grill to use

on the cement pad located at the rear of the Copeland Center. Commissioner Ronco motioned to allow the use of a personal grill, Vice President Loya seconded. Motion Passed.

- Superintendent Lanagan discussed the Copeland Center Rental Agreement with Commission. Currently the Copeland Center is available Monday thru Sunday until midnight for rentals. Due to our part time employees having other job responsibilities during the week, Superintendent Lanagan suggested Sunday thru Thursday closing at 10 pm and Friday and Saturday closing at midnight. Vice President Loya motioned, Commissioner Shiels seconded. Motion passed.
- Superintendent Lanagan discussed allowing small rentals at the Yack Arena in the Harold Popp warming room at \$25 per hour. Commission approved
- Superintendent Lanagan stated Mr. Maki and several residents were attending the Commission meeting this evening April 7, 2015 via email in regards to PACC Park. However, Mr. Maki failed to show and it has been determined by Commission and Superintendent Lanagan to sever ties with Mr. Maki and install a short fence at PACC Park with a sign stating for t-ball use only and let the Wyandotte Braves use the field for the t-ball teams. Secretary Merritt motioned, Vice President Loya seconded. Motion passed.
- President Prygoski stated his resignation as Recreation Commission President to pursue new endeavors. Secretary Merritt thanked President Prygoski for all of his dedicated years of service and contributions to the Commission and the City of Wyandotte.

There being no further business to discuss, a motion was made by Secretary Merritt and supported by Commissioner Shiels to adjourn the meeting at 8:33 pm.

Minutes Prepared by



Aimee Garbin
Recreation Secretary

Authorized by



Justin Lanagan
Superintendent of Recreation

Wyandotte Recreation Commission Meetings – 2nd Tuesday @ 7:30 pm @ Yack Arena

May 12
June 16
July 14
August 11
September 8
October 13
November 10
December 8

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th, 2016

AGENDA ITEM # 7

ITEM: City of Wyandotte Guidelines for Boards and Commissions and Application for Boards and Commissions

PRESENTER: Todd A. Drysdale, City Administrator 

INDIVIDUALS IN ATTENDANCE: N/A

BACKGROUND: Pursuant to Wyandotte's participation in the Michigan Economic Development's (MEDC) Redevelopment Ready Certification (RRC) program, attached is the submission of the City of Wyandotte's Guidelines for Boards and Commissions & Application for Boards and Commissions. This procedural document is a requirement for the RRC certification that the City is pursuing. Both of these documents have been reviewed by the City Clerk's Office, the MEDC and the City Attorney.

STRATEGIC PLAN/GOALS: We are committed to revitalizing the community through economic development, streamlining government and making government more transparent to its citizens.

ACTION REQUESTED: Adopt a resolution accepting and approving the Guidelines for Boards and Commissions & Application for Boards and Commission.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Copies of Wyandotte's Guidelines for Boards and Commissions & Application for Boards and Commissions will be placed on the City's website and copies will be distributed by the Clerk's Office to all current chairs of boards and commissions.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: Concur

LEGAL COUNSEL'S RECOMMENDATION: Concur

MAYOR'S RECOMMENDATION: 

LIST OF ATTACHMENTS

1. Guidelines for Boards and Commissions
2. Application for Boards and Commissions

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th, 2016

RESOLUTION by Councilperson _____

WHEREAS, the MEDC has developed a program for certifying Redevelopment Ready Communities, and the City of Wyandotte desires to achieve that certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, the City of Wyandotte has engaged in the MEDC Redevelopment Ready Communities Program, in order receive Redevelopment Ready Communities Certification from the MEDC.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City of Wyandotte, Michigan through its City Council, accepts and approves the Guidelines for Boards and Commissions & Application for Boards and Commissions as written.

I move the adoption of the foregoing resolution.

MOTION by
Councilperson _____

Supported by Councilperson _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
Van Boxell

GUIDELINES FOR BOARDS AND COMMISSIONS



4/14/2016

CITY OF WYANDOTTE, MICHIGAN

INTRODUCTION

Involvement in local affairs is essential in keeping our city and government officials aware of the needs of our citizens. The City of Wyandotte has a number of governmental boards and commissions which provide an opportunity for citizens to participate in their local government. These groups also help to ensure that Mayor and City Council receives a broad spectrum of public input. Citizens that sit on these boards are volunteers who take great pride in their civic service.



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BOARDS AND COMMISSIONS

Specific information and term limits for the following City of Wyandotte Boards and Commissions is found in Chapter VII (Administrative Departments – Appointive Officers) of the City Ordinance and at the following links to our website:

Beautification Commission

The Commission shall be comprised of seven (7) members, each of whom shall be residents of the city. The term of each member shall be three (3) years.

<http://www.wyandotte.net/Government/Boards/BeautificationCommission.asp>

Board of Examiners of Electricians

The board shall be comprised of the electrical inspector, a licensed journeyman electrician of at least (4) years experience, a representative of the department of municipal service who holds a journeyman's license for at least 4 years, a licensed electrical contractor having their own master license and a person connected to the electrical industry, but not engaged in the installation of electrical equipment. The term of each member shall be five (5) years.

<http://www.wyandotte.net/Government/Boards/BoardOfExaminersOfElectricians.asp>

Board of Examiners of Plumbers

The board shall be comprised of five (5) members and consist of the City Engineer, a registered building official, resident plumbing contractor, resident licensed professional engineer or architect. No more than two members may be of the same profession or occupation. The term of each member shall be five (5) years.

<http://www.wyandotte.net/Government/Boards/BoardOfExaminersOfPlumbers.asp>

Building Authority:

<http://www.wyandotte.net/Government/Boards/BuildingAuthority.asp>

Building Code Board of Appeals

The board shall be comprised of seven (7) members and consist of one representative from the Engineering and Building Department and one member of the Fire Department. The other five (5) members must have qualifications to enable them to act intelligently in matters pertaining to housing and building conditions. The term of each member shall be four (4) years.

<http://www.wyandotte.net/Government/Boards/BuildingCodeBoardOfAppeals.asp>

Cultural and Historical Commission

The Cultural and Historical Commission shall consist of eleven (11) members, each of whom shall be residents of the city. The term of each member shall be four (4) years.

<http://www.wyandotte.net/Government/Boards/CulturalHistoricalCommission.asp>

Design Review Committee

The board shall consist of not less than five (5) members. The committee shall consist of one (1) member from each of the following commissions or departments: Planning commission, Cultural and Historical Commission, Downtown Development Authority, Engineering and Building Department and a resident-at-large. The term of each member shall be three (3) years.

<http://www.wyandotte.net/Government/Boards/DesignBoardReview.asp>

Downtown Development Authority

The board shall consist of eight (8) members. At least five (5) of the members shall be persons having interest in property located in the downtown district. At least one (1) of the members shall be a resident of the downtown district. The term of each member shall be four (4) years.

<http://www.wyandotte.net/Government/Boards/DowntownDevelopmentAuthority.asp>

EDC - TIFA - Brownfield Redevelopment

The board is comprised of nine (9) members. These members also serve as the board for the Brownfield Redevelopment Authority. The term of each member shall be six (6) years.

<http://www.wyandotte.net/Government/Boards/TaxIncrementFinancingAuthority.asp>

Firefighters Civil Service

The commission shall consist of three (3) members, each of whom shall be residents of the city. The term of each member shall be five (5) years.

<http://www.wyandotte.net/Government/Boards/FirefightersCivilServiceCommission.asp>

Municipal Service Commission

The commission shall consist of five (5) members, each of whom shall be residents of the city. The term of each member shall be five (5) years.

<http://www.wyandotte.net/Government/Boards/MunicipalServiceCommission.asp>

Planning Commission

The commission shall consist of nine (9) members, each of whom shall represent different professions and occupations. The term of each member shall be three (3) years

<http://www.wyandotte.net/Government/Boards/PlanningCommission.asp>

Police and Fire Commission

The commission shall consist of three (3) members, each of whom shall be residents of the city. The term of each member shall be three (3) years.

<http://www.wyandotte.net/Government/Boards/PoliceFireCommission.asp>

Recreation Commission

The commission shall consist of five (5) members, each of whom shall be residents of the city. The term of each member shall be three (3) years.

<http://www.wyandotte.net/Government/Boards/RecreationCommission.asp>

Zoning Board of Appeals and Adjustment

The board shall consist of nine (9) members. One member of the board of appeals must also be a member of the planning commission. The term of each member shall be three (3) years.

<http://www.wyandotte.net/Government/Boards/ZoningBoardOfAppealsAndAdjustments.asp>



APPLICATION AND APPOINTMENT

Boards and Commissions play an important role in City governance by creating a diversified citizen-based focus into the planning process to maintain strong public interest, assisting City Council in addressing specific issues, lending professional expertise and facilitating community decision-making.

Before you begin serving on a board or Commission become familiar with:

1. The duties of the board or commission you are serving with.
2. The duties of each board or commission as outlined in Chapter VII: Administrative Departments – Appointive Officers of the Wyandotte, Michigan Code of Ordinances:

https://www.municode.com/library/mi/wyandotte/codes/code_of_ordinances?nodeId=10070

BOARD AND COMMISSION APPLICATION

Those interested in applying for membership to any of the following boards, commissions or committees should complete the online application for Boards and Commissions located at the following link:

<http://www.wyandotte.net/FrontDesk/Forms/CommissionerApplication.pdf>

The application is then forwarded to the Mayor's office for review and appointment, subject to the approval of City Council. Specific information and term limits for the City of Wyandotte Boards and Commissions is found on our website at the following link:

<http://www.wyandotte.net/Government/BoardsAndCommissions.asp>

APPOINTMENT

Appointment to a commission requires a majority vote of the City Council. Most commissioners are appointed to four-year terms and may also be eligible for subsequent terms. If a commissioner finds it difficult to meet the expectations of their assignment he or she can resign at any time. A resignation does not, however, prohibit an individual from being appointed again at a future date. Commissioners must also notify staff or the board chair if they are unable to attend a meeting. This is critically important when staff is determining if there will be a quorum of the members required to conduct business. A quorum is determined as follows: a majority of the members of each commission appointed and serving shall constitute a quorum for the transaction of business. A commissioner fulfilling the remaining time on an unexpired term is still eligible for reappointment to subsequent terms on the same commission.

SERVING ON A BOARD OR COMMISSION

Citizens who serve on City of Wyandotte Boards and Commissions are among the most respected and appreciated volunteers in the community. Board and Commission members perform a variety of tasks and are responsible for staying informed, complying with established policies and regulations and providing high-quality service to the community.

BENEFITS

The benefits of service on a Community Board or Commission are many and include:

- Making a difference in your community
- Developing and enhancing leadership capabilities
- Having a voice
- Expanding networks
- Learning new skills
- Meeting like-minded individuals

DUTIES

Some of the duties you will be expected to perform as a member of a Board or Commission include:

- Attending meetings regularly.
- Understanding the function of the commission on which you serve.
- Acting responsibly and efficiently when using City assets, including personnel, time, property, equipment and funds.
- Maintaining the highest ethical standards.
- Respecting the voice and spirit of your Board or Commission peers and the citizens of the City of Wyandotte.

Other duties vary dependent upon the needs of the specific board or commission. City staff should provide each member of the board or commissions with the information necessary for members to fulfill their specific duties.

FREQUENTLY ASKED QUESTIONS

What are Boards and Commissions?

Boards and Commissions are organizations of knowledgeable local residents who study a specific area of concern. Some committees are mandated by State statute and some are established by City Charter, ordinance or resolution. These Committees vary in legal status; some have advisory capacity, and some make legally binding decisions. While some advisory groups provide advice to the Mayor and City Council others provided advice to City Department Heads or other Non-Advisory Boards.

What Are the Requirements for Service?

In most cases, residency in the City of Wyandotte is the sole requirement for service on most City Boards and Commissions. City employees are permitted to serve as liaisons on certain boards and commissions provided there is no conflict of interest. Once appointed, a member may serve on one Board or Commission at a time. This is to ensure broad participation. An exception is made when the work of one Board or Commission may impact the work of another. For instance, a member of the Downtown Development Authority may also serve as a liaison with the Building Authority.

What Are the Appointment Procedures?

Mayor appoints and reappoints (with City Council approval) all members of committees that advise the City Council. City Charter requires this vote at a public meeting. Board or Commission members serve without compensation.

How Long Can I Serve on a Board or Commission?

Term limits vary for commissions and may be found on pages 4 through 6. Members whose terms have expired may continue to serve until they are re-appointed or the Mayor appoints a replacement.

CITY COUNCIL, STAFF AND MEDIA RELATIONS

City Council

Generally speaking, City Council members do not become actively involved in the general conduct of the work of a commission. Typically, the commission chairperson and/or city staff will keep the Council liaison informed of important activities of the commission. The purpose of the commission is to arrive at a decision, recommendation or set of recommendations based on consensus. The outcome of commission deliberations should be based on the vote of the body rather than the preferences of a single member. The responsibility of a commission is not to control the outcome of decisions that will ultimately be undertaken by City Council, but to provide the best possible advice based on public input, analysis and review of the issue(s). As a guide to decision-making, commissions are provided with the City Council's Strategic Plan. The Strategic Plan reflects the City of Wyandotte's overall priorities and vision for the community. Each commission has its own set of tasks to accomplish based on mission. Some activities are prescribed by local ordinance and/or State of Michigan statute; while other activities are established by interests and expertise of commission members. Mayor is automatically a non-voting member of all commissions.

City Staff

Commissions are assigned a staff representative with expertise in the area falling under its purview. The staff member attends all meetings but is not a voting member of the group. In some case, they are active participants during the discussion phase and, in other cases, they are not. Staff for some commissions, such as the Planning Commission is expected to make a formal recommendation on the course of action, based on the law, policy and professional expertise. In all cases, the role of staff is to support the work of commissioners by providing information and background, keeping minutes and agendas, helping to plan and organize commission activities and in general, acting as facilitator. Staff is expected to have an in-depth understanding of the community and its history. Once a commission has taken action, it is the role of staff to make a formal presentation to Mayor and City Council and to prepare any associated support materials needed. Staff is required to provide a complete overview of the commission's proceedings and to ensure that all relevant points are included in the final packet of information City Council will use for deliberation and decision-making. When commissioners differ on an issue, the role of staff is to remain neutral. Staff will look to the chairperson to speak for the commission as a whole. While staff is actively involved in the commission's work, they also have other duties and assignments. Sometimes commissioners will want to direct the work of staff or take it on personally; however neither course of action is appropriate. If commissioners have concerns about staff activities and work, they should be discussed directly by the individuals involved. Often, this type of discussion provides insight to commissioners about the types of constraints under which staff operate.

Media

Local government is a major source of news for the local print, radio and television media. Each outlet assigns a specific reporter to cover the City. The City of Wyandotte works closely with the media to insure accurate and thorough coverage of its issues. Generally, reporters will seek information directly from the City Administrator, City Council members or City Department Heads.

If approached by a reporter, direct all inquires to the Mayor or City Administrator's Office.

BOARD AND COMMISSION CHAIRPERSON

The board or committee chairperson is the key to the effectiveness of the group decision-making process. The chairperson provides direction and sets the tone for the meeting with the other commissioners and with the public. The chairperson must strike a balance between moving the meeting along and allowing for an inclusive and democratic process. To be effective, the chairperson needs the support and trust of the other members. In the chairperson's absence, the vice-chairperson will assume the duty of presiding over the meeting.

An effective chairperson:

- Uses parliamentary procedure at all times
- Expects courteous behavior from all commissioners and models such behavior
- Treats the public with courtesy and diplomacy
- Listens attentively to all speakers
- Solicits opinions, ideas and perspectives from all members and avoids letting a few dominate the discussion
- Protects new ideas from rejection prior to fair evaluation
- Keeps the discussion focused on the topic at hand and redirects the group when it digresses
- Delays decision-making until all of the ideas have been articulated and given consideration
- Attempts to gain consensus
- Balances discussion and meeting time constraints
- Assures formal decorum is observed at all times
- Keeps the audience apprised of process and procedure being used by the group
- Always restates the motion prior to calling for a vote
- Applies time limits to all speakers consistently.
- Does not have a personal agenda

Commissions elect their chairperson and vice-chairperson annually. A commission may also appoint sub-committees and members to chair them as needed.

MEETINGS

PUBLIC PARTICIPATION

All board and commission meetings are open to the public. As the presiding member, the chairperson is responsible for calling the meeting to order on time and adjourning at a reasonable hour. If meetings are canceled or rescheduled, notification must be posted. People who come to participate in a public hearing or come to express their views on an issue may be doing so for the first time. The experience can be intimidating and emotional. Sometimes their behavior is nervous, forgetful or even aggressive; however, most people will relax when they perceive that they are treated well and that their concerns are given thoughtful consideration.

MEETING COURTESY

- A copy of the agenda should always be available for members of the audience
- Commissioners should treat the members of the public with dignity and respect
- Commissioners should refrain from displaying negative gestures or sounds with they disagree with a member of the public or another commissioner
- Side conversations should be avoided
- The chairperson should inform the audience of the time limits for speakers and should adhere to those limits
- The chairperson should explain the purpose of the meeting and the appropriate time to ask questions
- The chairperson should explain technical terms or jargon that might otherwise make it difficult for the audience to follow the deliberations

AGENDA

Meetings are governed by the agenda and the agenda constitutes the body's agreed-upon road map. Each agenda item can be handled by the chair in the following basic format:

1. The chair should clearly announce the agenda item number and should clearly state the subject. The chair should then announce the agenda format that will be followed.
2. The chair should invite the appropriate people to report on the item, including any recommendation they might have. The appropriate person may be the chair, a member of the governing body, a staff person, or a committee chair charged with providing information about the agenda item.

3. The chair should ask members of the body if they have any technical questions for clarification. At this point, members of the governing body may ask clarifying questions to the people who reported on the item, and they should be given time to respond.
4. The chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded (or that the public hearing, as the case may be, is closed).
5. The chair should invite a motion from the governing body members. The chair should announce the name of the member who makes the motion.
6. The chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion.
7. If the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of three ways:
 - a. The chair can ask the maker of the motion to repeat it
 - b. The chair can repeat the motion
 - c. The chair can ask the secretary or the clerk of the body to repeat the motion
8. The chair should now invite discussion of the motion by the members of the governing body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.
9. The chair takes a vote. Simply asking for the “yea” and then the “nays” is normally sufficient. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise or unless a super-majority is required (as delineated later in these rules), a simple majority determines whether the motion passes or is defeated.
10. The chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion.

MOTIONS

1. Motions are the vehicles for decision-making. It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus on the motion before them. Motions are made in two steps. First, the chair recognizes the member. Second, the member makes a motion by preceding the member's desired approach with the words: "I move..." A typical motion might be: "I move that we give a 10-day notice in the future for all our meetings." The chair usually initiates the motion by:
 - a. Inviting the members to make a motion: "A motion at this time would be in order."
 - b. Suggesting a motion to the members: "A motion would be in order that we give a 10-day notice in the future for all our meetings."
 - c. Making the motion. As noted, the chair has every right as a member of the body to make motion, but normally should do so only if he or she wishes a motion to be made but no other member seems willing to do so.

MEETINGS

Boards and Commissions are subject to certain legal requirements that are based on the public's right to know how decisions are made. These include the Open Meetings Act, and the Public Records Act. The Open Meetings Act applies to all Boards and Commissions. All members must adhere to the provisions and requirements of the Open Meeting Act.

What Is a Meeting?

Meeting means the convening of a public body at which a quorum is present for the purpose of deliberating toward or rendering a decision on a public policy.

What Is Not a Meeting?

- Individual contacts between board members and another person.
- Majority of board at conferences that are open to public (as long as majority does not discuss board business).
- Majority of board at social or ceremonial occasions (as long as majority does not discuss board business).

Notification Requirements

- Regular meeting – Notice posted within ten days after the first meeting in each calendar or fiscal year.
- Special/emergency meeting – Notice posted 18 hours in advance.
- Must contain a brief description of every item to be discussed.
- The purpose for meeting in closed session must be stated in a resolution and voted upon under the Open Meetings Act.
- Must include time for public comment.

Rights of the Public

- Right to attend without identifying oneself.
- Right to see Board agenda materials.
- Right to record the meeting.
- Right to say anything, even if unrelated
- Right to speak before or during consideration to agency business of an item.

Under limited circumstances members of Boards and Commissions may speak to an item not on the Agenda, including:

- When briefly responding to statements
- When clarifying questions asked or questions.
- When referring to staff for information.
- When briefly announcing or reporting on own activities.

Permissible Closed Meetings

It is be extremely rare for Boards and Commissions to be involved in the types of activities that would justify a closed session. Therefore, we advise that Boards and Commissions check with the City Clerk when considering whether to conduct a closed session.

Standing and Ad Hoc Committees of a Board or Commission

If a Board or Commission wishes to establish a standing or ad hoc committee of certain members, check with the City Clerk as to establishing such a sub-committee and the applicability of the Open Meetings Act.

More information about the Open Meetings Act may be found at the following link:

https://www.mml.org/resources/information/oma_foia.htm

PUBLIC RECORD

What Is a Public Record?

Reports include any writings containing information relating to the conduct of the public's business that are prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics.

- Board reports and files of boards or commissions are open to the public under Public Records Act.
- Materials distributed to the Board or Commissions are public records and must be made available for inspection and copying.
- Assume that e-mail sent among members of the Board or Commission and/or staff is public information. (Don't send anything you don't want to read in the newspaper.)
Information on a Phone, PDA or "Smart Phone"
- Information kept on a home computer or PDA or "smart phone" related to government business is subject to disclosure unless exempt. This includes e-mail and appointment calendars.
- Personal information is not subject to disclosure and may be redacted to protect privacy interests.
- If the City pays for the device, it is subject to City computer policy.
- Requests for public records must be made in writing.
- Public records shall be open for public inspection.

What Is Not a Public Record?

Section 13 of the Freedom of Information Act provides a listing of records that are not required to be disclosed. You should consult with the City Clerk's Office about any questions on what is a public record.

If a Board or Commission receives a public records request from the City Clerk it should:

- Respond to the request in writing within 10 days.
- Assist the member of the public in making a focused and effective request, if the request is unclear.
- Turn over copies of documents within a reasonable time.
- If the public record is in an electronic format, the agency may be required to turn the record over in an electronic format.

ETHICS & CONFLICTS OF INTEREST

Boards and Commissions should have three ethical goals:

1. Encouraging high standards of behavior by public officials
2. Increasing public confidence in the institutions that serve the public
3. Assisting public officials with decision-making.

Conflict of Interest:

A conflict of interest arises when the personal interest of the public official places him/her in a position where he/she cannot execute his public duties without affecting his/her private interest, which then denies the public a fair, impartial and objective judgment (attorney general opinion).

The city has a standard of conduct ordinance for elected officials, appointees and department heads which you should review (Section 2-300 to 2-313).

Describe any experiences that led to your desire to serve the community.

Employment: List your most recent employment experiences.

Company Name/Location	Position	Duties	Dates of Employment

Education: List your most recent educational experiences.

Educational Institution/School	Certificate/Degree Received	Dates

Volunteerism: List your most recent volunteer experiences.

Organization	Role	Dates

Supplemental Information: Please review our **Guidelines for Boards and Commissions** for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. Wyandotte needs citizens with diverse backgrounds on its boards and commissions.

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-324-4560 or clerk@wyan.org if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Applicant's Signature

Date

Return completed forms to
Office of the Mayor, City of Wyandotte, Michigan, 3200 Biddle Avenue, Suite 300, Wyandotte, MI 48192

Please check below if you have experience in:

- Advertising/Marketing/Public Relations
- Architecture/Engineering
- Arts/Culture/History
- AutoCAD/Drafting/GIS
- Business
- Coaching/Sports
- Construction/Carpentry
- Electrical work/contracting
- Education
- Event Planning
- Forestry
- Horticulture
- Landscape Architecture
- Law
- Planning/Zoning
- Property Maintenance/Management
- Plumbing work/contracting
- Real Estate/Development
- Gardening/Landscaping
- Government

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # 8

ITEM: Job Vacancy (Administration) – Creation of Human Resource Specialist Position

PRESENTER: Todd A. Drysdale, City Administrator *TDrysdale*

INDIVIDUALS IN ATTENDANCE: N/A

BACKGROUND: A clerk typist in the Department of Finance and Administration has retired effective May 13, 2016. This correspondence serves as a recommendation to fill the vacant position with a newly created title of Human Resource Specialist. The recommendation of this new position, in lieu of replacing the clerk typist, is the best use of city resources for the current operations and into the foreseeable future.

The Organizational Review of Municipal Operations conducted by Plante & Moran in 2004 included a Tier One Recommendation to create an Administrative Services Division to provide financial and internal services to both the General City and the Department of Municipal Services (DMS). This Administrative Service Division was to include the functions of finance, accounting, information technology, and human resources. The finance, accounting, and information technology portions have previously been formally addressed by the City Council through departmental reorganization and hiring decisions. Although the human resource function was consolidated into the City's Department of Administration to serve both entities within the City, no additional resources were allocated for this purpose.

Thus, the creation of the Human Resource Specialist position will assist in retaining the current level of services being provided as well as allow for additional improvements in the human resource function to be pursued. Management of DMS, who share in the cost of this function, is in agreement with this recommendation.

STRATEGIC PLAN/GOALS: We are committed to be financially responsible and to provide the finest services and quality of life.

ACTION REQUESTED: Approve the job description for the Human Resource Specialist and authorize the solicitation for applicants using the City's normal hiring procedure.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The total budgetary allocation for the retiring employee was \$91,082 and was shared equally between the General City and DMS. It is recommended that the salary range for the new employee be Level 38-Level 39 (\$47,694-\$60,840) depending on qualifications. Filling this position at the recommended range will, at minimum, stay within the amount currently budgeted.

IMPLEMENTATION PLAN: City Administrator will coordinate the hiring process with a candidate recommended to the City Council for approval.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: Concur

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION: 

LIST OF ATTACHMENTS

- 1. Job Description – Human Resource Specialist
- 2. Organizational Review of Municipal Operations (excerpt) – page 20

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16, 2016

RESOLUTION by Councilperson _____

WHEREAS, a vacancy in the Department of Finance and Administration has occurred due to an employee retirement and

WHEREAS, the City routinely assesses the best use of financial resources when determining the necessity of filling vacant positions and

WHEREAS, the City Administrator has recommended the creation of a Human Resource Specialist position with the Department of Finance and Administration and

FURTHER, based on a review of the City's current resources, organizational structure, and staffing expectations, the filling of this position appears necessary to provide effective services to the citizens of the City of Wyandotte.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City Council approves the job description for the Human Resources Specialist as presented and authorizes the City Administrator to solicit for candidates for this position using the normal City hiring procedures.

I move the adoption of the foregoing resolution.

MOTION by
Councilperson _____

Supported by Councilperson _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
Van Boxell

HUMAN RESOURCE SPECIALIST

General Statement of Duties: Responsible for the implementation, execution, and continuous improvement and monitoring of the City's personnel activities imposed by the City's employment policies and procedures. Also does related work as required.

Distinguishing Features of the Class: This is responsible administrative work in planning, organizing, directing and coordinating the personnel activities of the City. The work involves the development of a broad program of personnel planning, reporting, control and service. The employee in this class formulates operating policy and procedures for the personnel administration of the City and recommends personnel policies to the City Administrator. The work is performed under the general direction of the City Administrator. However, the employee must use initiative, discretion, and specialized knowledge in the attainment of desired objectives. The employee assists with the overall supervision of the human resource function for the City.

Examples of Work: (Illustrative Only)

- Assists with collecting and compiling data related to employee compensation and benefits;
- Assists with recruitment, testing, and interviewing for City employment positions;
- Designs and administers training and development programs for new hires and promotions;
- Assists with the processing of claims, billing information, and maintenance of required reporting data for work-related injuries;
- Assists with the processing of billing information, enrollment, and maintenance of required reporting data for fringe benefit packages;
- Assists with the implementation of City programs to comply with the Americans with Disabilities Act, Worker's Compensation, State Unemployment Insurance, affirmative action, EEOC, COBRA, FMLA, ACA, MIOSHA, 457 Plan, 401a Plan, RHS Plan, etc.;
- Assists in the monitoring of the Employee Tuition Reimbursement Program;
- Assists in case management for employee work related and non-work related injuries and illnesses;
- Coordinates a wide variety of Human Resource activities, programs, and the completion of required reports;
- Conducts studies, assesses long term cost and recommends insurance benefit vendors for employee health care, dental, optical, disability, and life insurance coverage;
- Drafts, recommends, and enforces Human Resource policies, rules, and regulations;
- Assists with employee relations programs, including wellness activities, recognition events, and employee gatherings;
- Assists with the administration and enforcement of the provisions of policies and union contracts;
- Meet with employees relative to City personnel activities;
- Prepares and administers examinations when deemed desirable and practicable;

- Initiates the development of personnel system forms, procedures and methods of record-keeping;
- Maintains personnel records by all departments;
- Maintains a roster of all persons in the City service;
- Performs other personnel work including employee training, counseling, safety activities and group insurance programs;
- Works with other departments in developing training and safety programs for both employee development and compliance issues;
- Collects, records, and maintains data relative to staff training and safety programs;
- Responsible for training and area set-up and staffing;
- Recommends and assists with developing budgets for projected training and safety programs;
- Reviews and researches employee grievances;
- Prepares advertisements for newspapers;
- Attends City Council or commission meetings as required.
- Perform other duties as assigned.

Required Knowledge, Skills and Abilities: Thorough knowledge of business methods; good knowledge of the principles and practices of public personnel administration including examination, classification, compensation, fringe benefits, in-service training and safety techniques; good knowledge of the qualifications and characteristics of major occupational groups; good knowledge of local government organization and procedures; ability to develop long-term plans and programs and to evaluate work accomplishments; ability to establish and maintain effective relationships with other City officials and employees and with the general public; ability to effectively present facts and recommendations in oral and written form; ability to analyze facts and exercise sound judgment in arriving at conclusions; ability to plan, supervise and review the work of technical and clerical subordinates; ability to formulate and administer personnel policies and procedures; previous work experience coordinating employee training and development programs; skilled in the operation of a personal computer including Microsoft Office suite; experience with BS&A software preferred; tact and courtesy; good judgment; thoroughness and dependability; good physical condition; current, valid Michigan Driver's License with a driving history that does not create liability concerns which include, but is not limited to, convictions for reckless driving, careless driving, suspended license, or convictions involving drinking and impaired driving.

Acceptable Experience and Training: considerable business experience, some of which shall have been in professional personnel administration, and a minimum of an associate's degree from an accredited college or university in business management, human resources, public administration, or a related field or any equivalent combination of experience and training which provides the required knowledge, abilities, and skills;



Final Report

City of Wyandotte

October 2004



	"We make certain that the right hand knows what the left hand is doing" – 16 (City) – 11 (DMS)
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B. Project Recommendations

This project resulted in ten primary recommendations. These recommendations fall into two tiers. Tier I recommendations are the five recommendations that the Steering Committee and the DMS Commissioners endorsed and would like the implementation team to address first. The Tier II recommendations are five additional recommendations that while discussed, should be addressed after the implementation of Tier I recommendations.

Tier I

To assist in enhancing the efficiency and effectiveness of the organization the following organizational changes are suggested.

1. Establish a City Manager/Administrator Position.

Benefits

- This person would serve as an internal coordinator.
- A full-time professional manager would provide more consistency.
- Individual would provide broad leadership and direction for the organization.

2. Establish an Administrative Services Division to provide financial controls and internal services.
Services will include finance and accounting, information technology, and human resources.

Benefits

- Merging of City and DMS Finance Departments will increase financial control and enhance communication between the Council and various boards and commissions.
- Establishment of a City IT function will assist with technology alignment, resulting in the ability to better share information.
- Establishment of a Human Resource function will increase consistency in handling personnel issues.

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # **9**

ITEM: Response to Request from Kelly Koin to reduce the cost of distributor license and amusement device fees

PRESENTER: Lawrence S. Stec, City Clerk, Todd A. Drysdale, City Administrator

INDIVIDUALS IN ATTENDANCE: N/A

BACKGROUND: Per the City Council Resolution dated May 2, 2016, a response to the request of Kelly Nelson of Kelly Koin asking for a reduction in the cost of a distributor license and amusement device fees was referred to the City Clerk and City Administrator for a report back. Section 3-111 of the City's Code of Ordinances establishes the fee for a distributor's license at \$300 per year and an additional fee of \$75 for each mechanical amusement or music device that the distributor places within the city. The City Clerk's Office surveyed the surrounding communities and the City of Wyandotte's fee structure is comparable amongst most communities with various fee structures which include lower distributor license fees and/or higher mechanical device fees (see attachment). Over the past three (3) years, the annual amount collected from these fees was \$2,025.

As the City Clerk's Office is currently evaluating the implementation of a general business license, it is recommended that no change be made to the distributor fee or mechanical device fee at this time. This fee structure will continue to be evaluated during the aforementioned implementation process of a potential general business license.

STRATEGIC PLAN/GOALS: We are committed to be financially responsible and to advocate for economic development.

ACTION REQUESTED: Deny the request for a reduction in fees.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: None

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: Concur

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION:



LIST OF ATTACHMENTS

1. City Council Resolution dated May 2, 2016
2. Correspondence from Kelly Nelson of Kelly Koin
3. Section 3-111 (Fees) – Wyandotte’s Code of Ordinances
4. Summary of Distributor Fees/Mechanical Device Fees – Surrounding Communities
5. Historical collection of fees – City of Wyandotte

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16, 2016

RESOLUTION by Councilperson _____

WHEREAS, the City Clerk and City Administrator was directed to respond to the request from Kelly Nelson of Kelly Koin for a reduction on distributor fees and amusement device fees and

WHEREAS, the recommendation was to take no action at this time due to the fact that the fee structure is comparable to neighboring communities and

FURTHER, the City Clerk’s office is currently evaluating the implementation of a General Business License which may impact certain business-related fees,

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City Council denies the request for a reduction in distributor and amusement device fees at this time

I move the adoption of the foregoing resolution.

MOTION by
Councilperson _____

Supported by Councilperson _____

YEAS

COUNCIL

NAYS

- Fricke
- Galeski
- Miciura
- Sabuda
- Schultz
- Van Boxell

**CITY OF WYANDOTTE, MICHIGAN
CERTIFIED RESOLUTION
2016-191**

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF WYANDOTTE,
WAYNE COUNTY, MICHIGAN, HELD IN THE COUNCIL CHAMBERS, OF THE MUNICIPAL
BUILDING.

UNDER THE DATE OF: May 2, 2016

MOVED BY: Councilperson Sabuda

SUPPORTED BY: Councilperson Fricke

BE IT RESOLVED that the communication received from Kelly Nelson of Kelly Koin relative to the reduction of distributor license and amusement device fees shall be referred to the City Clerk and City Administrator for report back in 1 week (5/9/2016).
Motion unanimously carried.

I, LAWRENCE S. STEC, duly authorized City Clerk of Wyandotte, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City Council on May 2, 2016 said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976.



Lawrence S. Stec
City Clerk



From: Kelly Nelson [<mailto:kellykoin@aol.com>]
Sent: Wednesday, April 27, 2016 1:54 PM
To: lstec@wyan.org
Subject: Amusement Device License Fees

Mayor Joseph R, Peterson and Ladies and Gentlemen of the Wyandotte City Counsel,

Hello. My name is Kelly Nelson. I am the president of Kelly Koin Incorporated. My company supplies vending and amusement equipment to bars and bowling centers throughout southeastern Michigan. We have been in business for over forty years and have been doing business in the city of Wyandotte for 30 years.

Due to changes in home and cellular technology our industry has seen a dramatic decline in revenue over the past ten years. Currently the license fees in the city of Wyandotte are \$75.00 per game, with an additional \$300.00 distributor fee. These fees have become excessive and unaffordable which in turn is putting a hardship on our business.

Through our state association, the MCMOA, we have been able to work with other cities and townships to get these fees reduced or eliminated altogether. Examples being the City Of Livonia and the City of Auburn Hills have eliminated their fees entirely and Canton Township has reduced their fees from \$100.00 per device to \$6.00 per device.

Therefore, we are requesting the City of Wyandotte to follow suit and either reduce or eliminate these fees altogether.

We appreciate your time and consideration regarding this matter and look forward to continue doing business in the City of Wyandotte.

Sincerely,

Kelly Nelson
Kelly Koin Inc.
9177 General Ct.
Plymouth, Mi. 48170
kellykoin@aol.com
Phone 734-459-3067
Cell 734-320-1156

Sec. 3-111. - Fees.

The license fee for a distributor's license shall be three hundred dollars (\$300.00) per year. In addition, the distributor must pay to the city clerk seventy-five dollars (\$75.00) every year for each mechanical amusement or music device that the distributor places within the city. The license fee for an owner shall be seventy-five dollars (\$75.00) every year for each mechanical amusement or music device within the owner's establishment that was not placed by a distributor.

(Ord. No. 723, § 1, 2-22-82; Ord. No. 1057, § 1, 12-21-98)

Charter reference— Power of city to require license fee, § 177.

Todd A. Drysdale

From: Janice Hochberg [jhochberg@wyan.org]
Sent: Monday, May 02, 2016 12:42 PM
To: 'Larry Stec'
Cc: 'Beth Lekity'; 'Susan Schultz'
Subject: Distributor Fees

Surrounding communities Mechanical Amusement Device/Distributor fees:

Allen Park	\$150 to Register \$25.00 per device	yearly
Brownstown	\$150.00 per device \$50.00 per juke box	yearly
Lincoln Park	\$250 Dist Fee \$25.00 Dist Fee per device \$70 yearly establishment fee per device	yearly
Melvindale	\$250 only allowed 2 machines exception for bars - 5 machines excludes pool tables, dart games or juke boxes	yearly
Southgate	\$150 Video Games \$75 Other Games \$75 Distributor Fee	yearly
Trenton	\$100.00/1 st device (per location) \$25.00 each additional device	yearly
Woodhaven/Riverview	none	

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # 10

ITEM: Concur with WMS Commission approval awarding the Bid for the CMTS Internet Upgrade Project for the Cable Department

PRESENTER: Steve Timcoe – Superintendent-CATV  

INDIVIDUALS CONSULTED: Rod Lesko- General Manager, Paul LaManes-Assistant GM

BACKGROUND: Wyandotte Municipal Services offers High Speed Broadband Internet and Digital Phone services for our residential and business customers. The demand by all customers for faster speeds and data throughput is continually increasing at a substantial rate and WMS projects that this trend will continue into the foreseeable future. WMS recognizes the necessity of meeting this demand and proposes upgrading our CMTS (Cable Modem Termination System) routing system which will allow for that. WMS has continually upgraded our internet operations just having completed a node segmentation project and an increase in bandwidth capacity (our fiber circuits to the World Wide Web) and the next necessary and logical step is a CMTS replacement to newer technology that will accommodate the requirements and demands of our customers. This project is necessary to allow WMS not only to remain competitive but be the internet provider of choice to the citizens and businesses of our community offering the fastest internet speeds available. This resolution by WMS management recommends the sole and lowest qualified bidder, AMT (Advanced Media Technologies) as determined through the sealed bid RFP process, Bid File # 4685, 4-28-16 (see attached) be awarded this project.

STRATEGIC PLAN/GOALS: Providing the public with friendly, responsive, reliable and customer-focused services that are fiscally responsible.

ACTION REQUESTED: Concur with Wyandotte Municipal Services Commission resolution # 05-2016-03 authorizing the General Manager to enter into agreement per the Wyandotte Municipal Services CMTS Replacement Project Response, Bid #4685, Dated 28 APRIL 2016 in the amount of \$372,004.20 with AMT (Advanced Media Technologies), the sole and lowest qualified bidder for the project, allowing for the replacement of the CMTS (Cable Modem Termination System) to provide faster internet speeds and greater data throughput to our Wyandotte Cable Subscribers as recommended by WMS Management.

BUDGET IMPLICATIONS: Projected Increase/ (Decrease) in Net Revenue Requirement = \$77,995.80 The approved capital budget for FY16 for this project (Internet Upgrade #1051CA) is \$450,000.00. Bid price for project is \$372,004.20

IMPLEMENTATION PLAN: Upon City Council concurrence, execute the agreement as proposed with AMT (Advanced Media Technologies).

MAYOR'S RECOMMENDATION: 

CITY ADMINISTRATOR'S RECOMMENDATION: 

LEGAL COUNSEL REVIEW: N/A

LIST OF ATTACHMENTS

- CMTS Replacement Project Response, Bid Number 4685, Date: 28 April 2016

RESOLUTION

BE IT RESOLVED by the City Council that Council Concurs with the Wyandotte Municipal Services Commission in the following,

WHEREAS, the Wyandotte City Council understands the need and supports the community owned Cable, High Speed Broadband Internet and Digital Phone services and the necessity to maintain the commitment to providing the best service possible in a timely and efficient manner that is also fiscally responsible, now therefore,

BE IT RESOLVED, by the Wyandotte City Council, a majority of its members thereto concurring, authorizing the WMS General Manager to award the bid for the CMTS replacement to the lowest qualified bidder, Advanced Media Technologies (AMT) in the amount of \$ 372,004.20 per the recommendation of WMS management.

I move for the adoption of the foregoing resolution.

MOTION by Councilperson: _____

Supported by Councilperson: _____

YEAS

COUNCIL

NAYS

- Sabuda
- Sutherby-Fricke
- Galeski
- Schultz
- Miciura Jr.
- VanBoxell

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th, 2016

AGENDA ITEM # **11**

ITEM: Golf Course Irrigation System Upgrade and Service Contract Renewal

PRESENTER: Justin N. Lanagan, Superintendent of Recreation

INDIVIDUALS IN ATTENDANCE: Justin N. Lanagan, Superintendent of Recreation

BACKGROUND: The irrigation system at Wyandotte Shores Golf Course is a TORO system and therefore is controlled by a TORO Computer System for compatibility reasons. We have a yearly service contract with them in which we receive 24 hour, 7 day a week customer support regarding technical issues that may be experienced with the software and operating system. We also receive next day replacement of any hardware components of the system if they should fail. Through my dealings during my short few years, TORO has displayed excellent customer service and our TORO Rep, Mike Casey, has been fantastic to work with. One example, on Fourth of July weekend two summers ago, when a computer chip fried and resulted in the irrigation failing to operate, he answered his personal cell phone and walked the maintenance staff through the situation.

Our current service contract has expired and we need to renew our service agreement with TORO, but at this time we are unable to renew as we are due for an upgrade. Our computer hardware and software for our current system is outdated and obsolete and we need the newest system. The cost to upgrade the hardware and software to this version is \$3,024.00, three years of support is \$5,580.00, and there is an initial payment of \$500.00 to cover shipping costs, assembly, testing, and file expenses for a total of \$9,104.00 payable over 36 months (\$239 per month, no finance charges). Normally, purchases exceeding \$2,500 need to be put out for bid, but TORO is the single source provider for this hardware/software upgrade.

STRATEGIC PLAN/GOALS: To continue to provide the finest services and quality of life while advocating economic development and wise use of our waterfront.

ACTION REQUESTED: Adopt a resolution concurring with the Superintendent of Recreation's recommendation to have the Mayor and City Clerk sign the Boat Ramp Contract Extension.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Payments totaling \$9,104 will be paid from Account #525-750-750-250 over the next three years.

IMPLEMENTATION PLAN: Mayor sign the agreement and TORO will install the new system and software

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION:

Support

LEGAL COUNSEL'S RECOMMENDATION: Reviewed and suggested changes made

MAYOR'S RECOMMENDATION:

AS

LIST OF ATTACHMENTS: 1) TORO Agreement

RESOLUTION:

Wyandotte, Michigan
Date: May 16th, 2016

RESOLUTION by Councilman _____

Resolved by the City Council that Council hereby authorizes the to sign the TORO Service Agreement for Wyandotte Shores in the amount of \$9,104, with an initial \$500 down payment and 36 monthly payments of \$239, as submitted by the Superintendent of Recreation.

I move the adoption of the foregoing resolution.

MOTION by
Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell



NSN.

Classic 36 Renewal Service Agreement and Extended Warranty *Monthly Payments*

Toro National Support Network (TORO NSN) provides a dedicated and accessible resource for software support and Toro central control system troubleshooting, problem solving and system operation assistance. TORO NSN wishes to establish continuity in its relationships with the highest level of customer satisfaction possible. This Classic 36 Month Renewal Service Agreement and Extended Warranty (Agreement) is a legal agreement between The Toro Company, represented by its division Toro National Support Network (hereinafter referred to as "TORO NSN") and **WYANDOTTE SHORES GOLF COURSE** (Customer) and becomes effective upon receipt of the **initial** payment due at the TORO NSN office. In the case of customers with existing Agreements, this Agreement becomes effective upon receipt of the payment and the expiration or cancellation of your existing Agreement. In consideration for Customer's payment of all applicable fees, TORO NSN shall provide the following:

I. HARDWARE

TORO NSN, pursuant to this Agreement with the Customer shall **sell** the Customer one standard computer system that meets or exceeds the specifications described in Attachment A of this Agreement.

II. SOFTWARE

TORO NSN, pursuant to this Agreement with the Customer shall **sell** the Customer the software that meets or exceeds the specifications described in Attachment A of this Agreement.

III. TORO NSN WARRANTY

A. HARDWARE

TORO NSN, pursuant to this Agreement with the Customer warrants to the Customer the TORO central computer system and TORO components in the central control system (i.e. Narrow Band Base Station, DIU, FIU, NB-HHRI, Gateway, RIU and Turfguard)(collectively referred to as "Hardware") against defects in material and workmanship for a period described below, provided such hardware is used according to recommended specifications.

Regarding any and all radio communications system(s) and related components that are purchased from Toro, it is the client, and not Toro, that is responsible for obtaining, complying with, and maintaining, at client's expense, any and all licenses, permits, codes and other such regulatory requirements related to construction, zoning, clearance and other such regulation as issued and enforced by all applicable international, federal, state, county, municipal, local and other governing bodies including but not limited to, The Federal Communications Commission (FCC), The Federal Aviation Administration (FAA), The Environmental Protection Agency (EPA), or any state legislature, county commission, county zoning board, city council, city/municipal zoning board, county building inspection department, city/municipal inspection department, etc.

During the warranty period, TORO NSN will repair or replace at TORO NSN option, any part found to be defective. The Customer's remedy is limited solely to the replacement or repair of defective parts.

This warranty does not apply (i) to acts of God (e.g. earthquakes, flooding, lightning, etc.); (ii) to non-TORO additional hardware; (iii) to hardware installed by anyone other than TORO NSN or its designated agent; (iv) to hardware that is used in any manner contrary to TORO NSN specifications and instructions; (v) to hardware that is altered or modified; (vi) to damage caused by fire or losses incurred due to theft; (vii) to consumable items such as printer cartridges, disks, cd caddies, etc.

Components or hardware added by TORO NSN at the Customer's request that are not part of the published TORO central computer system specifications are covered by manufacturer's warranty only. In the event a replacement component must be shipped, the Customer will receive original standard components until the non-standard component can be repaired or replaced by the manufacturer. Any costs associated with the repair or replacement of a non-standard component will be the responsibility of the Customer.

Unlimited Toll-Free Support Monday – Friday 6:00 a.m. – 6:00 p.m. Central Time at 1-800-275-8676 (1-800-ASK-TORO)

Operated during the hours of 6:00 a.m. through 6:00 p.m. Central Time, the toll-free help line is available to assist with questions or issues relating to the operation of the TORO central control system. Issues which cannot be diagnosed will be referred to the appropriate Toro technical or distributor staff. The precise service hours are dictated by support call demand and are subject to change accordingly without notice.

After-hours On-call Support Technician

Emergency support is available after-hours and on weekends and holidays through the TORO NSN paging system by calling 1-800-275-8676 (1-800-ASK-TORO) and following the instructions.

"Minimum Down-Time" Commitment

In the event that a warranty component must be replaced under this Agreement, the support technician logging the call from the Customer will arrange to place a replacement component with a third-party courier for delivery on the next shipping day if the call is received by 1:00 p.m. Central Time. All calls received after this time, calls received on days when volume of replacement components is high, or calls received on weekends and holidays are not guaranteed for overnight delivery, but will receive priority handling the next business day. Shipments whose destinations are beyond the borders of the continental United States cannot be guaranteed overnight delivery based on varying turnaround times associated with customs. Allow a minimum of 48-hours in these cases. TORO NSN assumes no responsibility for the delivery guarantees of the overnight courier, and is not responsible for delays after the package is in transit. Customer agrees to return the replaced component to TORO NSN within seven business days.

Warranty Period

Three Years, effective upon receipt of the signed Agreement and initial payment due at the TORO NSN office. In the case of customers with existing Agreements, this Agreement becomes effective upon receipt of the signed Agreement and initial payment and the expiration or cancellation of your existing Agreement.

B. SOFTWARE

Non-Toro Software applications provided with this Agreement are warranted exclusively by their respective manufacturers.

C. DISCLAIMER

TORO NSN DISCLAIMS ALL OTHER WARRANTIES IN CONNECTION THEREWITH, EITHER EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NO WARRANTY IS GIVEN THAT THE HARDWARE AND SOFTWARE WILL MEET CUSTOMER REQUIREMENTS, OR THAT USE OF THE HARDWARE OR SOFTWARE WILL BE UNINTERRUPTED OR ERROR-FREE. IN NO EVENT WILL TORO NSN BE LIABLE FOR ANY DIRECT, INCIDENTAL, SPECIAL, INDIRECT, GENERAL OR CONSEQUENTIAL DAMAGE OR LOSS OF ANY NATURE THAT MAY ARISE IN CONNECTION WITH THE USE OR INABILITY TO USE THE HARDWARE OR SOFTWARE. SOME STATES DO NOT ALLOW LIMITATIONS ON THE DURATION OF ANY IMPLIED WARRANTY, SO THE ABOVE LIMITATION MAY NOT APPLY TO ALL CUSTOMERS. THE EXCLUSIVE REMEDY UNDER THIS AGREEMENT SHALL BE, AT TORO NSN'S OPTION, EITHER REPAIR OR REPLACEMENT OF THE HARDWARE OR PORTIONS THEREOF IF DEFECTIVE. THIS AGREEMENT DOES NOT COVER DAMAGE SUSTAINED TO THE SYSTEM AS A RESULT OF OWNER/OPERATOR NEGLIGENCE, ELECTRICAL POWER INTERRUPTION, LIGHTNING, FIRE, THEFT OR ACTS OF GOD.

IV. SUPPORT SERVICES

In consideration for Customer's payment of all applicable fees, TORO NSN shall provide the Support Services described below ("Support Services"). TORO NSN will make Support Services available for all Hardware and Software provided by TORO NSN to the Customer during the term of this Agreement.

Unlimited Toll-Free Support Monday – Friday 6:00 a.m. – 6:00 p.m. Central Time at 1-800-275-8676 (1-800-ASK-TORO)

Operated during the hours of 6:00 a.m. through 6:00 p.m. Central Time, the toll-free help line is available to assist with questions or issues relating to the operation of the TORO central control system. Issues which cannot be

diagnosed, will be referred to the appropriate Toro technical or distributor staff. The precise service hours are dictated by support call demand and are subject to change accordingly without notice.

After-hours On-call Support Technician

Emergency support is available after-hours and on weekends and holidays through the TORO NSN paging system by calling 1-800-275-8676 (1-800-ASK-TORO) and following the instructions.

Future TORO Software

During the term of this Agreement, Customer will receive TORO software service packs (Software fixes for recognized issues) at no charge should such service packs become available. Additionally, Customer will receive a preferred discount on all future TORO central control system enhancement modules (Software enhancements that deliver additional functionality or support new irrigation products) should such modules become available.

Operating System Software

Successive operating system and computer software releases (in development at the time of issuance of this Agreement or to be developed at a later date) by Microsoft® or other manufacturers and subscriptions for other software applications are not provided as a part of any extended warranty or agreement available through TORO NSN.

TORO NSN Training

TORO NSN, pursuant to this Agreement with the Customer shall provide one attendance at a TORO NSN two-day regional training class to be used during the term of this Agreement; however hotel accommodations and travel are the responsibility of the Customer.

Term of Support Services

Three Years, effective upon receipt of the signed Agreement and initial payment due at the TORO NSN office. In the case of customers with existing Agreements, this Agreement becomes effective upon receipt of the signed Agreement and initial payment and the expiration or cancellation of your existing Agreement.

V. FINANCIAL TERMS AND CONDITIONS

Insurance

The Customer, pursuant to this Agreement with TORO NSN, will insure the Hardware and Software against all hazards. Customer remains obligated to the financial terms of this Agreement regardless of damage or loss.

Maintenance

The Customer will keep the Hardware and Software in good condition and free from liens and other security interests, will pay promptly all taxes and assessments upon them or with respect to their use, will not use the goods illegally or dispose or encumber them, will not remove them from the premises to which they are delivered, without the written prior consent of TORO NSN and will not permit them to be fixtures, or become accessions to other goods.

Financial Terms

The Customer, pursuant to this Agreement with TORO NSN agrees to the Financial Terms and Payment Schedule. If mandated by taxing authorities, TORO NSN must collect sales tax on the full amount of the Hardware and Software sold by this Agreement upon the effective date. The Support Service portion of this Agreement will be taxed on the monthly basis if state-mandated. Import/duty fees or currency conversions are the Customer's responsibility; all amounts quoted and payable in U.S. dollars.

Total Amount Payable to TORO NSN	\$9,104.00
Hardware/Software	\$3,024.00
Support Services	\$5,580.00
 Initial Payment	 \$ 500.00
(covers freight fees for component shipment, costs for assembly, pre-configuration and testing of components, order processing and file maintenance expenses)	
Sales Tax	\$ 0.00

Initial Amount Payable to TORO NSN **\$ 500.00**

Payment Schedule

The Customer, pursuant to this Agreement with TORO NSN agrees to submit the Initial Amount Payable as defined in FINANCIAL TERMS with the signed Agreement to TORO NSN to establish the effective date of this Agreement. Thereafter, monthly payments of **\$239** are due on the first day of each month during the term of this Agreement, starting with the month following the effective date, and continuing for a total of **36** monthly payments. The Customer agrees to pay a \$10.00 late charge for each payment not received by TORO NSN within fifteen days after it is due. TORO NSN is not responsible for delivery of services during any period in which payments are in arrears.

Default

If the customer fails to make any payment under this Agreement when it is due, TORO NSN may terminate this Agreement. In the event of default by either party, the defaulting party must pay all expenses paid by the non-defaulting party to enforce its rights under this Agreement including reasonable attorney's fees and collection costs as permitted by law. In the event of default by the Customer, TORO NSN has the right to assign any collection action.

VI. GENERAL

Modification

This Agreement comprises the entire Agreement between TORO NSN and the Customer with respect to Support Services and Warranties. There is no other agreement. Any change in this Agreement must be in writing and signed by the Customer and TORO NSN.

Termination

This Agreement shall terminate upon the end of the term of this Agreement, upon non-payment, or failure to return replaced components pursuant to the terms of this Agreement. In the event of termination due to non-payment or the failure to return replaced components, Customer is obligated to pay the outstanding Hardware and Software balance due TORO NSN as agreed in the FINANCIAL TERMS of this Agreement. Customer may renew this Agreement (pay to extend the warranty and support period) at any time before its expiration by contacting the TORO NSN Sales Department at 1-888-676-8676 Option 1 or 3.

Indemnity

The Customer will indemnify TORO NSN from all claims, losses and costs arising out of the use or condition of the TORO central control system during the term of this Agreement. Customer is solely responsible for any failure of the product which results from accident, abuse, misapplication or alteration of the product, and TORO NSN assumes no liability as to consequence of such events under the terms of this Agreement. TORO NSN does not provide property and/or liability insurance.

General

The law of the state of Michigan shall apply to this agreement. If that law does not allow any of the provisions in this Agreement, the ones that are not allowed will be void. The rest of this Agreement will still be valid.

An authorized representative of the Customer must sign this Agreement and return it to TORO NSN:

Mailing:	TORO NSN Sales Department P. O. Box 3339 Abilene, Texas 79604-3339	Shipping:	TORO NSN Sales Department 500 Chestnut, Suite 400 Abilene, Texas 79602
Phone:	1-888-676-8676, press 1 or 3 for Sales 325-673-8765 (Fax)		

This Agreement will take effect upon receipt of the signed Agreement and initial payment effective upon receipt of the signed Agreement and initial payment and the expiration or cancellation of your existing Agreement.

Mark Stockdale

TORO NSN Authorized Representative (Signature)

MARK STOCKDALE, TORO NSN SALES MANAGER
TORO NSN Authorized Representative (Printed Name & Title)

TORO NSN

Installation Name (Printed)

May 12, 2016

Date

Customer Authorized Representative (Signature)

Customer Authorized Representative (Printed Name & Title)

WYANDOTTE SHORES GOLF COURSE

Installation Name (Printed)

Date

As the authorized Customer Representative signed above, permission (please indicate your choice by initialing) is _____ is not _____ granted to TORO NSN to contact Customer whether directly or electronically (phone, fax and/or email) regarding its products and services (such as tech tips, renewal information, newsletters, etc.). This permission can be revoked by contacting TORO NSN.

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12a**

ITEM: Wyandotte Street Art Fair Parking Lot Contract

PRESENTER: Heather A. Thiede, Special Events Coordinator

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator 

BACKGROUND: The Special Event Office staff is currently planning our special events for 2016. We would like the Roosevelt High School to run the city owned lot #11 located off of Oak and Second Streets. Please see the attached contract for the 2016 Wyandotte Street Art Fair, July 13th through the 16th.

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by bringing our community together with citizen participation and supporting the local businesses and non-profit organizations

ACTION REQUESTED: We request authorization for the Mayor and city clerk to sign and return original contract to the Special Event Coordinator.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Revenue of \$1,000

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Special Event Coordinator.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: 

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: 

LIST OF ATTACHMENTS

2016 Parking Lot Contract

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2016

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special

Event Coordinator to approve the contract between the City of Wyandotte and the Roosevelt High School Band for the 2016 Wyandotte Street Art Fair.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

**City of Wyandotte Street Art Fair
Parking Concession Agreement**

The City of Wyandotte Recreation, Leisure and Culture Department enter into an agreement with the Wyandotte Roosevelt High School/Marching Band for the rental of the Wyandotte Parking Lot #11 located off of Oak Street between First and Third Streets. This agreement will take place July 13 through July 16, 2016.

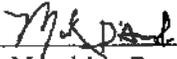
- The Wyandotte Roosevelt High School/Marching Band will supply the manpower to staff the Parking Lot from 7:30 am to 10 pm each of the days listed above. The Wyandotte Roosevelt High School/Marching Band will collect a fee of \$5.00 per vehicle.
- The Wyandotte Roosevelt High School/Marching Band will provide their shirts, money aprons, and start-up funds for the event.
- The Wyandotte Roosevelt High School/Marching Band will submit a check to the Wyandotte Street Art Fair no less than two weeks following the event:
- The Wyandotte Roosevelt High School/Marching Band will pay the Wyandotte Street Art Fair no less than \$1,000 for use of this lot.
- The Wyandotte Roosevelt High School/Marching Band will provide a financial breakdown of revenue collected during the 2016 Wyandotte Street Art Fair no later than 30 days after the event end.
- The City of Wyandotte Department of Public Service will provide barricades by 7:30 am Wednesday, July 13, 2016.

Lawrence Stec, City Clerk

Date

Mayor Joseph R. Peterson

Date



May 5, 2016

Wyandotte Marching Band/RHS

Date

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12b**

ITEM: Wyandotte Street Art Fair Artwork Contract

PRESENTER: Heather A. Thiede, Special Events Coordinator

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator 

BACKGROUND: The past artwork, including the guidebook for the fair has been professional, inviting and creative. This is vital to attracting potential artists, sponsors as well as visitors to the Wyandotte Street Art Fair. We seek to contract with Jody Egen to provide support for our Wyandotte Street Art Fair artwork for the 2016 year. Jody has created the artwork for the fair for many years as the marketing arm of the city, and we wish to contract with her for the creation of this year's artwork.

This fee will be paid from the Street Art Fair Expense account and has been approved by the Wyandotte Street Art Fair Committee and our Department of Legal Affairs.

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by bringing our community together with citizen participation and supporting the local businesses and non-profit organizations

ACTION REQUESTED: We feel that Jody Egen will provide excellent service and request your support of this contract

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

WSAF Expense Account – 285-225-925-730-860

\$2,500 – not to exceed

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Special Events Coordinator.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: 

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: 

LIST OF ATTACHMENTS

Contract

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan

Date: May 16th 2016

RESOLUTION by Councilman_____

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Event Coordinator to approve the contract between the City of Wyandotte and Jody Egen for artwork creation of the 2016 Wyandotte Street Art Fair.

WSAF Expense Account - 285-225-925-730-860 \$2,500 - not to exceed

I move the adoption of the foregoing resolution.

MOTION by Councilmen_____

Supported by Councilman_____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Fricke	
	Galeski	
	Miciura	
	Sabuda	
	Schultz	
	VanBoxell	

**CITY OF WYANDOTTE AND WYANDOTTE STREET ART FAIR
Guide Book/Artwork Contract**

Name: Jody Egen

Street Address: _____

Phone: _____ E-mail: _____

WHEREAS the contractor will create the 2016 WSAF Guide Book artwork/poster/ads for the 2016 Wyandotte Street Art Fair to start work ASAP.

Price: \$50 an hour (not to exceed \$2,500)

Artwork description:

WSAF Guide Book: Cover, 10-14 pages including the map, sponsor ads, artist/crafter listings, entertainment page, etc.

WSAF Poster: Two versions of poster: One with sponsor logos, one without

Ads: Various ads for media/marketing

WHEREAS the parties mutually agree as follows:

- 1.) **SALE:** Contractor hereby agrees to create the work for the City of Wyandotte ("City") at the above agreed price. The payment of the purchase price is contingent upon the City being fully satisfied with the finished artwork as further set forth below.
- 2.) **COSTS:** Price includes all costs, both direct and indirect, in creating the work and delivering the work to the City of Wyandotte, including but not limited to the purchase of raw material, model and mold-making casting and patinas, consumables, shop expenses, labor, packing, shipping, installation and taxes.
- 3.) **PAYMENT:** This contract takes effect upon the signing of agreement and payments will be made once invoiced by contractor, no later than 2 weeks after receiving of invoice (Subject to paragraph 6)
- 4.) **PROGRESS REPORTS:** Contractor shall furnish the City with progress reports during the creation of work, which can include pictures of the work in progress. The pictures may be digital images and sent by email. A progress report will be sent upon request by the City, but no more frequently than one every two weeks.
- 5.) **OWNERSHIP:** Upon acceptance and final payment for the work, the City of Wyandotte becomes the sole legal owner of the work created for the Wyandotte Street Art Fair with all rights and privileges.
- 6.) **RIGHT OF REFUSAL:** If after the work is completed, the City does not wish to purchase any or all of the work, the City may, in its sole discretion, choose not to accept the completed work, and in that case the contractor will retain ownership of the artwork.
- 7.) **WARRANTY:** The contractor is obligated to create the work in a professional and craftsman-like manner.

Date

Date

Date

(Contractor Signature)

City of Wyandotte: Mayor Peterson

City of Wyandotte: City Clerk

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12c**

ITEM: Special Event Application - WSAF Entertainment Contract

PRESENTER: Heather A. Thiede, Special Events Coordinator

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator

BACKGROUND: Herewith, please find the entertainment contract assembled and recommended by my office for the 2016 Wyandotte Street Art Fair.

The RHS Jazz Ensemble & Friends - \$0

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by bringin our community together with citizen participation and supporting the local businesses and non-profit organizations.

ACTION REQUESTED: Adopt a resolution to concur with the above recommendation and authorize Mayor Peterson and Mr. Stec, City Clerk to sign the attached contracts.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

285.225.925.730.860 - \$0

IMPLEMENTATION PLAN: Contract to be signed by Mayor Joseph R. Peterson or Lawrence Stec, City Clerk to be returned to Heather A. Thiede for implementation.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: *Drusdale*

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: *J.R.P.*

LIST OF ATTACHMENTS

Contract

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2016

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the Special Event Coordinator in the following resolution:

A resolution to APPROVE the entertainment contracts for the below band for the 2016 Wyandotte Street Art Fair as outlined in the provided communication dated May 16th 2016, to be paid from the Wyandotte Street Art Fair account 285.225.925.730.860. BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contracts on behalf of the City of Wyandotte.

The RHS Jazz Ensemble & Friends - \$0

I move the adoption of the foregoing resolution.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

Wyandotte Street Art Fair Entertainment Agreement

An agreement made this 28th day of March, 2016 between the City of Wyandotte and: RHS Instrumental Music Department

Name of Musical Group: RHS Jazz Ensemble & Friends

Name of Contact Person: Mark D'Angelo

Contact Address: 540 Eureka Rd. Wyandotte, MI 48192

Phone Number: 734-759-5236

Business ID Number: _____

List type of entity (LLC, Corporation, DBA, Partnership, etc.) and provide documentation creating entity: Wyandotte Public Schools

Music Style: Student Performance - Jazz

Number of Entertainers: 20-24 Musicians (Big Band set up)

It is mutually agreed between the parties that RHS Instrumental Music (name of contact on the w-9 receiving the check) will furnish 1 Hour of Entertainment for the Wyandotte Street Art Fair on: July 16th from 2:30-3:30 pm set up at 2 pm The price for this engagement is \$0 Any donation accepted.

Deposit: City agrees to reserve date with a _____. If no deposit is required, please specify here if not required _____.

I agree to abide by each of the regulations on this application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance. If performers fail to appear and perform as agreed upon, performance fee will not be paid and deposit fee (if any) shall be returned to the City of Wyandotte. If the City of Wyandotte must file legal proceedings to enforce any provision of this agreement, the undersigned shall be responsible to reimburse the City of Wyandotte's costs and reasonable attorney fees. This engagement will be held outside. The undersigned agrees to abide by the City of Wyandotte Ordinances and holds the City of Wyandotte harmless for any and all claims of liability or injury or property damage that may result from activities or actions by performers or staff for RHS INSTRUMENTAL MUSIC and agrees to indemnify the City of Wyandotte from all liabilities and claims whatever for injury (including death) to persons and damage to property resulting from performers routine while at the event or resulting from setup and take-down of musical equipment while at the location of the event. The undersigned represents that he/she has the legal authority to sign this agreement on behalf of the above group.

Mark A. D'Angelo

Mark D'Angelo
Signature of Entertainment Representative
Date: April 28, 2016

Signature of City Representative
Date: _____

A resolution to APPROVE the radio and tent rental to be provided Boomers Tent Rental for the 2016 Wyandotte Street Art Fair as outlined in the provided communication dated May 16th 2016, \$1,140.00 to be paid from the Wyandotte Street Art Fair account 285.225.925.730.860. BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

STAND ORDER FORM AND RENTAL AGREEMENT

To Name: Heather Thiede
Organization: City of Wyandotte
Address: 3131 Biddle Ave
City, ST, Zip: Wyandotte, MI 48192
Phone: 734-324-4502
Fax: 734-324-7296
HEREAFTER REFERRED TO AS RENTER

From: Robert Todd
971 E. Hurd Rd
Monroe, MI. 48162
Phone: (734) 755-5473
HEREAFTER REFERRED TO AS OWNER

The RENTER agrees to rent from the OWNER 4 CONCESSION STANDS for Event Wyandotte Street Art Fair Dates July 13-16 Location TBD

The RENTER agrees to pay the OWNER rent for the use of the Stands in the following amount:

4 Tents with Lights @ 285.00 PER STAND = TOTAL CHARGE OF \$ 1,140.00

The RENTER also agrees to pay the OWNER for damages caused by negligence of the RENTER, or by theft occurring while the RENTER has possession of the stands

The RENTER agrees to abide by the rules and conditions attached to this agreement.

The OWNER agrees to furnish to the RENTER 4 concession stands each containing the following:

4 12' x 12' Stands Red NO Screens ALL STANDS WILL INCLUDE LIGHTS

The OWNER further agrees to deliver and set up the stand at the location designated by the event chairman, and give to the RENTER possession at TBD on July 12th 2016 and to reclaim possession from the RENTER at 7 AM on July 17th 2016

The RENTER acknowledges that submission of this form and payment of rent constitutes an offer to rent concession stands in accordance with the terms set forth.

NAME AND AUTHORIZED SIGNATURE OF ORGANIZATION OFFERING TO RENT CONCESSION STANDS

X _____ X _____ _____
 ORGANIZATION NAME AUTHORIZED SIGNATURE DATE

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12e**

ITEM: WSAF Artwork Agreement

PRESENTER: Heather A. Thiede, Special Event Coordinator



INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Event Coordinator

BACKGROUND: As you are aware, the Special Event Office is in the process of organizing the 2016 Wyandotte Street Art Fair. Please find the attached contract for Corey Scillian to create the Artwork for the 2016 Wyandotte Street Art Fair.

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by brining our community together with citizen participation and supporting the local businesses and non-profit organizations.

ACTION REQUESTED: Please take this agreement into consideration, as your approval and subsequent signing will allow us to continue planning this celebratory event.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

\$3,000 – WSAF Expense Account – 285-225-925-730-860

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Mayor and City Clerk to sign then forwarded to the Special Events Coordinator.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: *SDunsdale*

LEGAL COUNSEL'S RECOMMENDATION:Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: *J.P.*

LIST OF ATTACHMENTS

Agreement

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2016

RESOLUTION by Councilman _____

WHEREAS the Special Events Coordinator has requested to contract the services of Robby Gall for the Wyandotte Street Art Fair 2016.

WHEREAS said services will consist of the following event, time and cost:

Wyandotte Street Art Fair: \$3,000 – 285-225-925-860

RESOLVED that Council concurs with the Special Events Coordinator to APPROVE the contract Corey Scillian for the 2016 WSAF with funds to be paid from the WSAF Expense Account 285-225-925-860, AND FURTHER BE IS RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

- Fricke
- Galeski
- Miciura
- Sabuda
- Schultz
- VanBoxell

CITY OF WYNDOTTE AND WYANDOTTE STREET ART FAIR

ART COMMISSION CONTRACT

Artist Name: Corey Scillian
Street Address: 1034 Devonshire Grosse Pointe Park MI 48230
Phone: 313 530 1511 E-mail: coreyscillian@comcast.net

WHEREAS the Artist will create art for the 2016 Wyandotte Street Art Fair to be completed by June 6th 2016.

Price: \$3,000 (Subject to City's acceptance of finished artwork)

Deposit: 2,000 -

Artwork description: Wish Rocket

Artwork description: Size? ^{approx} 25" x 40 ceramic rocket

WHEREAS the parties mutually agree as follows:

- 1.) SALE: Artist hereby agrees to create the work for the City of Wyandotte ("City") at the above agreed price. The payment of the purchase price is contingent upon the City being fully satisfied with the finished art work as further set forth below.
- 2.) COSTS: Purchase price includes all costs, both direct and indirect, in creating the work and delivering the work to the City of Wyandotte, including but not limited to the purchase of raw material, model and mold-making casting and patinas, consumables, shop expenses, labor, packing, shipping, installation and taxes.
- 3.) PAYMENT: This contract takes effect upon the Artist receiving the payment of the deposit as set forth above.
- 4.) PROGRESS REPORTS: Artist shall furnish the City with progress reports during the creation of work, which can include pictures of the work in progress. The pictures may be digital images and sent by email. A progress report will be sent upon request by the City, but no more frequently than one every two weeks.
- 5.) OWNERSHIP: Upon acceptance and final payment for the work, the City of Wyandotte becomes the sole legal owner of the work created for the Wyandotte Street Art Fair with all rights and privileges.
- 6.) RIGHT OF REFUSAL: If after the work is completed, the City does not wish to purchase any or all of the work, the City may, in its sole discretion, choose not to accept the completed work, and in that case the Artist will retain ownership of the artwork and shall immediately refund the City's deposit.
- 7.) RESTORATION: If the accepted work is damaged in the future the City will consult with the Artist before any restoration and may provide the Artist the first opportunity to restore it, if the City, in its sole discretion so chooses.
- 8.) NOTICE: The Artist has the right to put his/her name and the year of completion on the work in a permanent fashion.

8.) NOTICE: The Artist has the right to put his/her name and the year of completion on the work in a permanent fashion.

9.) WARRANTY: The Artist is obligated to create the work in a professional and craftsman-like manner.

4-27-16

Date

Cory Scillian

(Artist Signature)

City of Wyandotte:

Date

By:

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12f**

ITEM: Special Event Application – WSAF Entertainment Contract

PRESENTER: Heather A. Thiede, Special Events Coordinator 

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator

BACKGROUND: Herewith, please find the entertainment contract assembled and recommended by my office for the 2016 Wyandotte Street Art Fair.

Matt's Downriver Zumba - \$0

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by brining our community together with citizen participation and supporting the local businesses and non-profit organizations.

ACTION REQUESTED: Adopt a resolution to concur with the above recommendation and authorize Mayor Peterson and Mr. Stec, City Clerk to sign the attached contracts.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

285.225.925.730.860 - \$0

IMPLEMENTATION PLAN: Contract to be signed by Mayor Joseph R. Peterson or Lawrence Stec, City Clerk to be returned to Heather A. Thiede for implementation.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: 

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: 

LIST OF ATTACHMENTS

Contract

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2016

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the Special Event Coordinator in the following resolution:

A resolution to APPROVE the entertainment contracts for the below band for the 2016 Wyandotte Street Art Fair as outlined in the provided communication dated May 16th 2016, to be paid from the Wyandotte Street Art Fair account 285.225.925.730.860. BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contracts on behalf of the City of Wyandotte.

Matt's Downriver Zumba - \$0

I move the adoption of the foregoing resolution.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Fricke	
	Galeski	
	Miciura	
	Sabuda	
	Schultz	
	VanBoxell	

Wyandotte Street Art Fair Entertainment Agreement

An agreement made this 5th day of May, 2016 between the City of Wyandotte and Matt's Downriver Zumba

Name of Musical Group: Matt's Downriver Zumba

Name of Contact Person: Matthew Mayes

Contact Address: 3740 N. Longmeadow rd. Trenton MI, 48183

Phone Number: (734)778-9152

Business ID Number:

List type of entity (LLC, Corporation, DBA, Partnership, etc.) and provide documentation creating entity: Zumba Fitness, LLC

Music Style: Latin dance workout

Number of Entertainers: 3 on stage

It is mutually agreed between the parties that Matthew Mayes (name of contact on the w-9 receiving the check) will furnish 2 Hours of Entertainment for the Wyandotte Street Art Fair on: July 13th - 16th from 12 pm - 2 pm. The price for this engagement is \$0.

Deposit: City agrees to reserve date with a . If no deposit is required, please specify here if not required.

I agree to abide by each of the regulations on this application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance. If performers fail to appear and perform as agreed upon, performance fee will not be paid and deposit fee (if any) shall be returned to the City of Wyandotte. If the City of Wyandotte must file legal proceedings to enforce any provision of this agreement, the undersigned shall be responsible to reimburse the City of Wyandotte's costs and reasonable attorney fees. This engagement will be held outside. The undersigned agrees to abide by the City of Wyandotte Ordinances and holds the City of Wyandotte harmless for any and all claims of liability or injury or property damage that may result from activities or actions by performers or staff for Matt's Downriver Zumba and agrees to indemnify the City of Wyandotte from all liabilities and claims whatever for injury (including death) to persons and damage to property resulting from performers routine while at the event or resulting from setup and take-down of musical equipment while at the location of the event. The undersigned represents that he/she has the legal authority to sign this agreement on behalf of the above group.

Matthew Mayes

Matthew Mayes, Founder & Instructor

Matt's Downriver Zumba

Signature of Entertainment Representative

Date

Signature of City Representative

Signature of City Representative

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12g**

ITEM: Special Event Application – WSAF Entertainment Contract

PRESENTER: Heather A. Thiede, Special Events Coordinator

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator

BACKGROUND: Herewith, please find the entertainment contracts assembled and recommended by my office for the 2016 Wyandotte Street Art Fair.

Old Kats - \$450
American Mars - \$450

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by brining our community together with citizen participation and supporting the local businesses and non-profit organizations.

ACTION REQUESTED: Adopt a resolution to concur with the above recommendation and authorize Mayor Peterson and Mr. Stec, City Clerk to sign the attached contracts.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

285.225.925.730.860 - \$900

IMPLEMENTATION PLAN: Contract to be signed by Mayor Joseph R. Peterson or Lawrence Stec, City Clerk to be returned to Heather A. Thiede for implementation.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: *Shrysdale*

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: *JRP*

LIST OF ATTACHMENTS

Contracts

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2016

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the Special Event Coordinator in the following resolution:

A resolution to APPROVE the entertainment contracts for the below band for the 2016 Wyandotte Street Art Fair as outlined in the provided communication dated May 16th 2016, to be paid from the Wyandotte Street Art Fair account 285.225.925.730.860. BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contracts on behalf of the City of Wyandotte.

Old Kats - \$450
American Mars - \$450

I move the adoption of the foregoing resolution.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Fricke	
	Galeski	
	Miciura	
	Sabuda	
	Schultz	
	VanBoxell	

Wyandotte Street Art Fair Entertainment Agreement

An agreement made this 20th day of April, 2016 between the City of Wyandotte and EDWARD J. KAR

Name of Musical Group: OLD KATS

Name of Contact Person: EDWARD J. KAR

Contact Address: 747 Clinton St. Wyandotte M.

Phone Number: (734) 658-0629

Business ID Number: _____

List type of entity (LLC, Corporation, DBA, Partnership, etc.) and provide documentation creating entity: _____

Music Style: JAZZ, BLUES, MOTOWN, CLASSIC ROCK VARIETY

Number of Entertainers: 4

It is mutually agreed between the parties that EDWARD J. KAR (name of contact on the w-9 receiving the check) will furnish 1 Hour of Entertainment for the Wyandotte Street Art Fair on: July 15th from 4:30-5:30 pm set up
The price for this engagement is \$450

Deposit: City agrees to reserve date with a _____. If no deposit is required, please specify here if not required _____

I agree to abide by each of the regulations on this application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance. If performers fail to appear and perform as agreed upon, performance fee will not be paid and deposit fee (if any) shall be returned to the City of Wyandotte. If the City of Wyandotte must file legal proceedings to enforce any provision of this agreement, the undersigned shall be responsible to reimburse the City of Wyandotte's costs and reasonable attorney fees. This engagement will be held outside. The undersigned agrees to abide by the City of Wyandotte Ordinances and holds the City of Wyandotte harmless for any and all claims of liability or injury or property damage that may result from activities or actions by performers or staff for _____ and agrees to indemnify the City of Wyandotte from all liabilities and claims whatever for injury (including death) to persons and damage to property resulting from performers routine while at the event or resulting from setup and take-down of musical equipment while at the location of the event. The undersigned represents that he/she has the legal authority to sign this agreement on behalf of the above group.

Edward J. Kar
Signature of Entertainment Representative
Date 4/29/2016

Signature of City Representative

Signature of City Representative
Date _____

Wyandotte Street Art Fair Entertainment Agreement

An agreement made this 28th day of April, 2016 between the City of

Wyandotte and David Feeny

Name of Musical Group: American Mars

Name of Contact Person: David Feeny

Contact Address: 2040 Hilton Rd, Ferndale, Mi 48220

Phone Number: 248.259.3369

Business ID Number: 38-336-4444

List type of entity (LLC, Corporation, DBA, Partnership, etc.) and provide documentation creating entity: American Mars, LLC

Music Style: Americana

Number of Entertainers: 5

It is mutually agreed between the parties that **American Mars** (name of contact on the w-9 receiving the check) will furnish 1 Hour of Entertainment for the Wyandotte Street Art Fair on: **July 14th from 6:30 to 7:30 pm** The price for this engagement is \$450

Deposit: City agrees to reserve date with a \$100. If no deposit is required, please specify here if not required _____.

I agree to abide by each of the regulations on this application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance. If performers fail to appear and perform as agreed upon, performance fee will not be paid and deposit fee (if any) shall be returned to the City of Wyandotte. If the City of Wyandotte must file legal proceedings to enforce any provision of this agreement, the undersigned shall be responsible to reimburse the City of Wyandotte's costs and reasonable attorney fees. This engagement will be held outside. The undersigned agrees to abide by the City of Wyandotte Ordinances and holds the City of Wyandotte harmless for any and all claims of liability or injury or property damage that may result from activities or actions by performers or staff for American Mars and agrees to indemnify the City of Wyandotte from all liabilities and claims whatever for injury (including death) to persons and damage to property resulting from performers routine while at the event or resulting from setup and take-down of musical equipment while at the location of the event. The undersigned represents that he/she has the legal authority to sign this agreement on behalf of the above group.

Signature of Entertainment Representative

Date 4/28/16

Signature of City Representative

Date _____

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12h**

ITEM: Special Event Application – Wyandotte Kiwanis Sunrise Health Day

PRESENTER: Heather A. Thiede, Special Events Coordinator



INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator

BACKGROUND: Attached please find an application and information sheet map from the Wyandotte Kiwanis Sunrise for the event to be held May 21st 2016. The Wyandotte Kiwanis Sunrise group are asking permission for the following items:

- a. Permission to utilize the Theatre Lot

If there are any overtime costs for any city staff for said event, Kiwanis Sunrise will be responsible for those fees. Any tents must be weighted (no stakes are allowed to be used to anchor tents) to prevent collapse. Clean up before/during and after the event must be done by the Wyandotte Kiwanis Sunrise. This event has been reviewed and approved by Police Chief, Recreation Superintendent, and Department of Public Service provided the Kiwanis Sunrise add the City of Wyandotte as additional insured to their insurance policy and sign a hold harmless agreement. (Please see the attached application and map).

STRATEGIC PLAN/GOALS: The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by bringing our community together with citizen participation and supporting the local businesses and non-profit organizations.

ACTION REQUESTED: It is requested the City Council concur with the support of the Special Event Coordinator, Police Chief, Recreation Superintendent, Fire Chief and Department of Public Service Superintendent and support the use of city streets, sidewalks and property for their event held May 21st 2016.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Chief of Police, Department of Public Service, Recreation, Fire Department and Special Event Coordinator.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: 

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION:



LIST OF ATTACHMENTS

Special Event Application and map

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2016

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Event Coordinator to approve the use of city sidewalks, streets and property for the event held May 21st 2016.

I move the adoption of the foregoing resolution.

MOTION by Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

- Fricke
- Galeski
- Miciura
- Sabuda
- Schultz
- VanBoxell

Application for Special Event

Special Events Office, City of Wyandotte
2624 Biddle Avenue Wyandotte, Michigan 48192
P: 734-324-4502 F: 734-324-7283
hthiede@wyan.org www.wyandottestreetartfair.org

Date of proposed event: May 21st 2016 Times: 10:00am. - 3:00pm.

Name of Applicant: Chris Calvin

Name of Business or Organization: Sunrise Kiwanis

Type of legal entity of your business/organization: _____

Name of individual authorized to sign documents on behalf of your business/organization: Chris Calvin

Address: 466 Sycamore

Email: nivlac62@hotmail.com Cell Phone: 734-223-9234

Please attach a detailed description and site map (please see details for proper site map on page 3 of this document) of the proposed event to this application for review by the Special Event Office.

Site of proposed event: 1st & Elm

Estimated maximum number of persons expected at the event for each day: 100

Is Alcohol going to be served or provided at this event: NO Do you have a license: NA

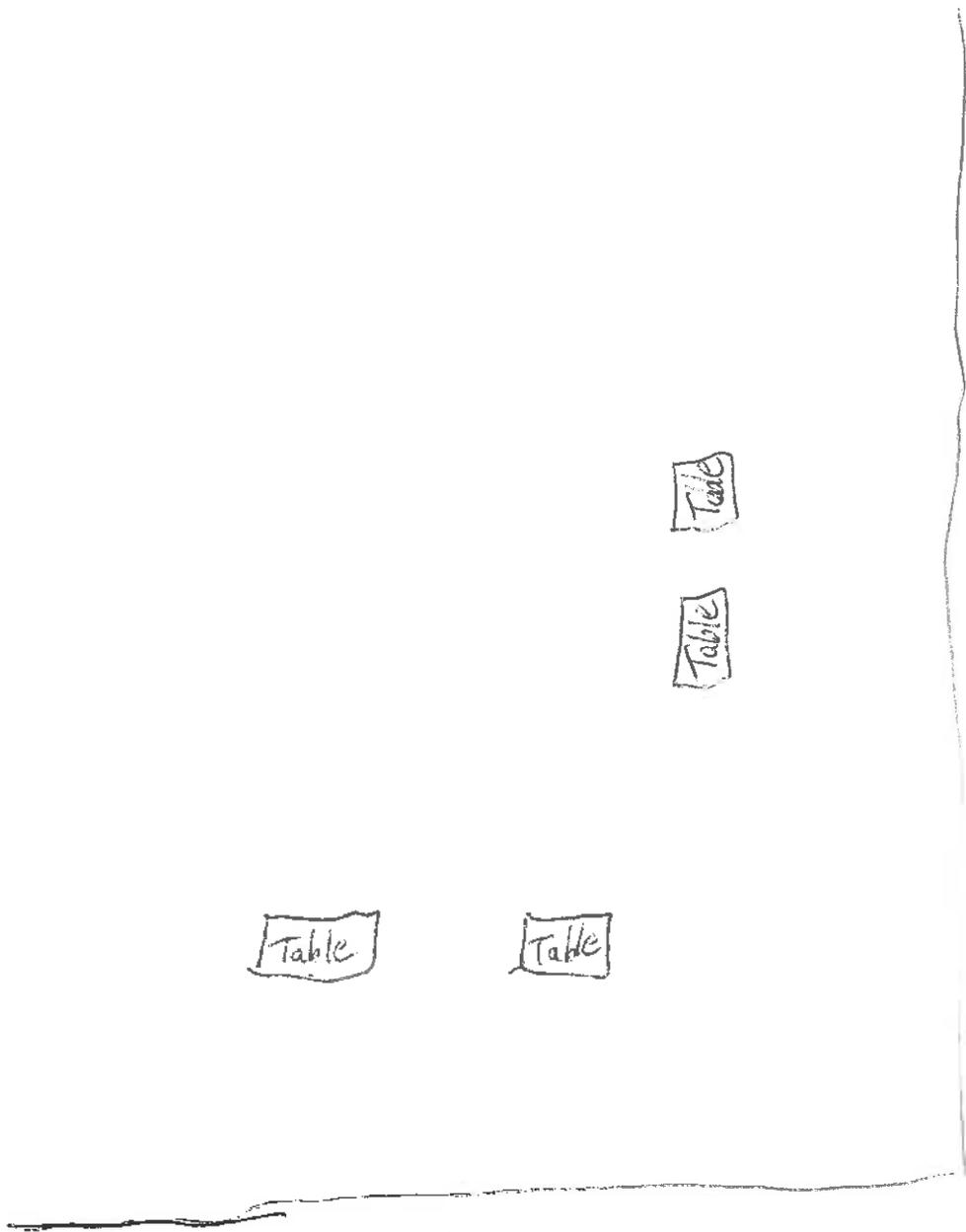
Do you need water hook up for this event? NO

If you will need water hook up, please list where and what the water will be for: _____

Electrical needs: Please list on the attached electrical sheet your electrical needs for your event. This document must be returned to the Special Event Office along with this application if you require power at your event.

Application fee: \$50 Please make checks or money orders payable to the City of Wyandotte.

If you have any questions regarding this application and its details feel free to contact the Special Event Office at hthiede@wyan.org or 734.324.4502.



1st

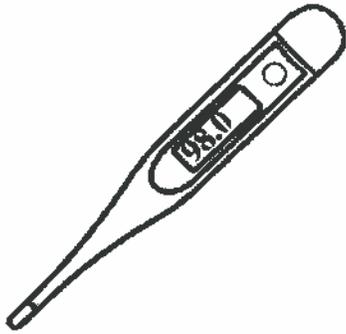
Table

Table

Table

Table

E/M



presents...

"Health Day"

*May 21, 2016
10 am - 3 pm*

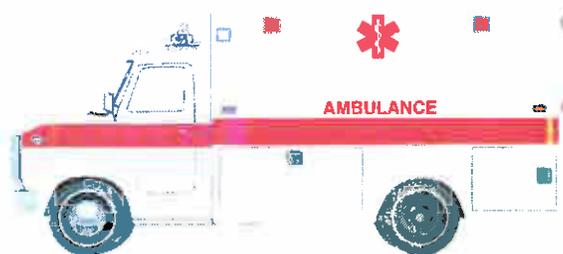


***Farmer's Market Area
1st & Elm Street
Wyandotte, MI 48192***

Health Screening, Vendors

(Wyandotte Hospital, Superior Ambulance, Total Health Foods and many more)

***Come out for some Fun & Games while gaining
information on healthier living! Looking forward to
seeing you there!***



CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16th 2016

AGENDA ITEM # **12i**

ITEM: Special Event Application – RHS Concert

PRESENTER: Heather A. Thiede, Special Events Coordinator

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Events Coordinator

BACKGROUND: The Roosevelt High School music department is requesting to hold their "Waterside Pops Concert" May 31st in Bishop Park. Mr. D'Angelo is requesting the below:

- Use of the Bishop Park – May 31st 2016
- Use of the Showmobile
- Use of 200 Chairs
- Use of electrical hook up

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: It is requested the City Council concur with the support of the Chief of Police, Fire Chief, Department of Public Service and Recreation Superintendent and support the use of city property for their event held May 31st 2016.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Chief of Police, Department of Public Service, Recreation, Fire Department and Special Event Coordinator.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: *SDrysdale*

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation. Approval on file.

MAYOR'S RECOMMENDATION: *JLP*

LIST OF ATTACHMENTS

None

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16th 2015

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Events Coordinator, Superintendent of Public Service and Recreation Superintendent to support the use of city property for their event held May 31st 2016.

I move the adoption of the foregoing resolution.

MOTION by Councilmen_____

Supported by Councilman_____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Browning	
	DeSana	
	Fricke	
	Galeski	
	Sabuda	
	VanBoxell	

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: ~~May 9, 2016~~ **May 16**

AGENDA ITEM # **13**

ITEM: Department of Engineering – Property Maintenance at 517 Riverbank

PRESENTER: Lou Parker, Hearing Officer



INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer Lou Parker, Hearing Officer

BACKGROUND: Several property maintenance letters were sent to responsible parties, the last dated September 24, 2015. Show Cause Hearing was held on December 10, 2015 at the Engineering Department. Hearing Officer recommends demolition.

STRATEGIC PLAN/GOALS: We are committed to enhancing the community's quality of life by maintaining property values and eliminating blight.

ACTION REQUESTED: Adopt a resolution setting a public show cause hearing to determine if the property should be demolished.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Prepared resolution for Council to hold a Show Cause Hearing to allow any and all interested parties to show cause why the City Council should not order the property demolished.

DEPARTMENT RECOMMENDATION: As noted in the Show Cause Hearings minutes.

CITY ADMINISTRATOR'S RECOMMENDATION: 

LEGAL COUNSEL'S RECOMMENDATION:

MAYOR'S RECOMMENDATION: 

LIST OF ATTACHMENTS: Property Maintenance June 24, 2015, July 27, 2015, August 20, 2015, September 24, 2015, October 27, 2014; Show Cause Hearing Minutes of December 10, 2015; list of interested parties, title search, and letter dated December 29, 2015, from SPS.

MODEL RESOLUTION: Attached.

RESOLUTION

Wyandotte, Michigan

Date: ~~May 9, 2016~~
May 16

RESOLVED by the City Council that whereas a show cause hearing has been held in the Office of the Engineer in the Department of Engineering and Building, 3200 Biddle Avenue, Wyandotte, Michigan on December 10, 2015, and whereas the property owner or other interested parties, have been given opportunity to show cause, if any they had, why the structure at 517 Riverbank has not had all property maintenance repairs made or has been demolished in accordance with the City's Property Maintenance Ordinance, and whereas the Hearing Officer has filed a report of his findings with this Council;

NOW, THEREFORE BE IT RESOLVED, that this Council shall hold a public hearing in accordance with Section PM-107.7 in the Council Chambers of the Wyandotte City Hall, 3200 Biddle Avenue, Wyandotte, on **June 6, 2016** at 7:00 p.m., at which time all interested parties shall show cause, if any they have, why the structure has not been brought up to code or been demolished or why the City should not have the structure demolished and removed at 517 Riverbank.

AND BE IT FURTHER RESOLVED that the City Clerk shall give notice of said hearing ten (10) days before the hearing by certified mail, return receipt requested, and first class mail, in accordance with the provisions of Section PM-107.4 of the Property Maintenance Ordinance.

Notify:

See Attached List

I move the adoption of the foregoing resolution.

MOTION by Councilman _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

- Fricke
- Galeski
- Miciura
- Sabuda
- Schultz
- VanBoxell

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: ~~May 9~~ **May 16**, 2016

AGENDA ITEM # **14**

ITEM: Promissory Note Payments regarding the former 2344-46 Biddle Avenue

PRESENTER: Mark A. Kowalewski, City Engineer

Mark A. Kowalewski 5-3-16

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: This property was purchased by the City on June 22, 2011, and was demolished. The terms of the sale indicated that a balloon payment of \$102,344.79 would be due on July 6, 2016. The Promissory Note Holder has agreed to extend the Promissory Note another six (6) years at an annual payment of \$18,892.59. If you concur with this, attached is an Amended Promissory Note for your approval.

The property was part of the block between Mulberry and Walnut sold and redeveloped by Dr. Atto. It is now known as 2300 Biddle Avenue.

STRATEGIC PLAN/GOALS: The City is committed to maintaining and developing excellent neighborhoods by, matching tools and efforts to the conditions in city neighborhoods, continuing neighborhood renewal projects, where needed, in order to revitalize structures and infrastructures in residential and commercial areas.

ACTION REQUESTED: Approve the Amended Promissory Note and authorize the Mayor and City Clerk to execute same.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: 492-200-850-519 TIFA Area Funds

IMPLEMENTATION PLAN: Mayor and City Clerk execute the Amended Promissory Note.

COMMISSION RECOMMENDATION: n/a

CITY ADMINISTRATOR'S RECOMMENDATION: *SDrupdal*

LEGAL COUNSEL'S RECOMMENDATION: Approved Amended Promissory Note W. Look

MAYOR'S RECOMMENDATION:

ALP

LIST OF ATTACHMENTS: Promissory Note; Amended Promissory Note and Map

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan

Date: ~~May 9~~ 2016
May 16

RESOLUTION by Councilperson _____

RESOLVED BY THE CITY COUNCIL that Council concurs with the recommendation of the City Engineer to Amend the Promissory Note concerning the purchase of the property known as 2344-2346 Biddle Avenue payments for the Promissory Note to be appropriated from TIFA Area Funds 492 --200-850-519; AND

BE IT RESOLVED that Mayor and City Clerk are authorized to execute the Amended Promissory Note Concerning Purchase of the property known as 2344-2346 Biddle Avenue, Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

\$143,240

July 6, 2011

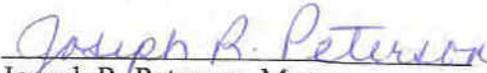
Promissory Note Concerning Purchase of 2344-46 Biddle

For value received, the undersigned promises to pay to the order of Debbie Goss (hereinafter identified as "Payee"), the principal sum in an amount of One Hundred Forty-Three Thousand Two Hundred Forty and no/100 (\$143,240.00) Dollars. The payments will be made annually in the sum of not less than Twelve Thousand no/100 (\$12,000.00) Dollars and interest will accrue at Three (3%) percent per annum. The first annual installment shall be due on July 6, 2012, and on the 6th of July each year thereafter. The final balloon payment is due on or before July 6, 2016.

In the event that the default shall be made in the due and punctual payment of any of the required installments under the terms of this note, and provided the Payee shall have given Maker (City of Wyandotte) forty-five (45) days prior written notice of such default by first class mail, and if Maker fails to cure such default, then the whole principal of this Note remaining unpaid shall, at the sole election of Payee, become immediately due and payable. In the event that the Payee obtains a judgment against the Maker under the terms of the Promissory Note, and the Maker does not voluntarily pay said judgment as required by law, then the Maker shall be required to place said judgment on the next City tax bill pursuant to MCL600.6093 in order to obtain the necessary funds to pay off the judgment. Also, in any such event, the Payee shall have full power and authority at any time or times thereafter to exercise all or any one or more of the remedies allowed by the laws of the State of Michigan.

This Note can not be transferred or assigned.

City of Wyandotte, Maker


Joseph R. Peterson, Mayor


William R. Griggs, City Clerk

Pmt	Principal	Interest	Cum Prin	Cum Int	Prin Bal
1	7,702.80	4,297.20	7,702.80	4,297.20	135,537.20
2	7,933.88	4,066.12	15,636.68	8,363.32	127,603.32
3	8,171.90	3,929.10	23,808.58	12,191.42	119,431.42
4	8,417.06	3,582.94	32,225.64	15,774.36	111,014.36
5	8,669.57	3,330.43	40,895.21	19,104.79	102,344.79
6	*102,344.79	3,070.34	143,240.00	22,175.13	0.00

*The final payment has been adjusted to account for payments having been rounded to the nearest cent.

\$102,344.79

_____, 2016

AMENDED PROMISSORY NOTE CONCERNING PURCHASE
OF FORMER 2344-2346 BIDDLE AVENUE
WYANDOTTE, MICHIGAN

This Promissory Note will amend and replace the Promissory Note executed on July 6, 2011, between Debbie Goss (hereinafter identified as "Payee") and City of Wyandotte (hereinafter identified as "Maker"). All Parties agree that the balloon payment due on or before July 6, 2016, will be paid over an additional six (6) years as follows:

For value received, the undersigned promises to pay to the order of Payee, the principal sum in an amount of One Hundred Two Thousand Three Hundred Forty-Four Dollars and 79/100 (\$102,344.79) Dollars which is the balance due at July 6, 2016. The payments will be made annually in the sum of not less than Eighteen Thousand Eight Hundred Ninety-Two Dollars and 59/100 (\$18,892.59) Dollars and interest will accrue at Three (3%) percent per annum. The first annual installment shall be due on July 6, 2016, and on the 6th of July each year thereafter. The final payment is due on or before July 6, 2021. The City of Wyandotte reserves the right to pay the Note prior to maturation without penalty.

In the event that the default shall be made in the due and punctual payment of any of the required installments under the terms of this note, and provided the Payee shall have given Maker (City of Wyandotte) forty-five (45) days prior written notice of such default by first class mail, and if Maker fails to cure such default, then the whole principal of this Note remaining unpaid shall, at the sole election of Payee, become immediately due and payable. In the event that the Payee obtains a judgment against the Maker under the terms of the Promissory Note, and the Maker does not voluntarily pay said judgment as required by law, then the Maker shall be required to place said judgment on the next City tax bill pursuant to MCL 600.6093 in order to obtain the necessary funds to pay off the judgment. Also, in any such event the Payee shall have full power and authority at any time or times thereafter to exercise all or any one or more of the remedies allowed by the laws of the State of Michigan.

This Note cannot be transferred or assigned.

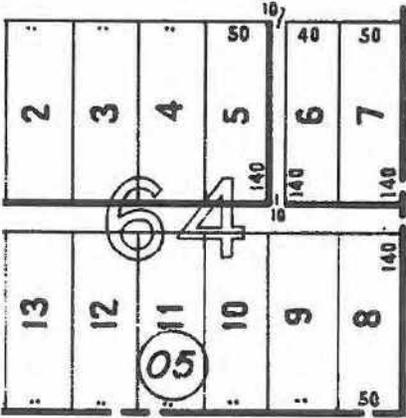
City of Wyandotte, Maker

Joseph R. Peterson, Mayor

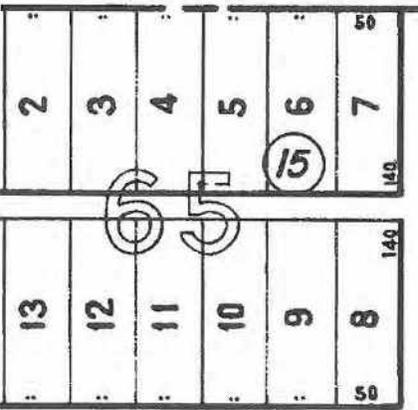
Lawrence S. Stec, City Clerk



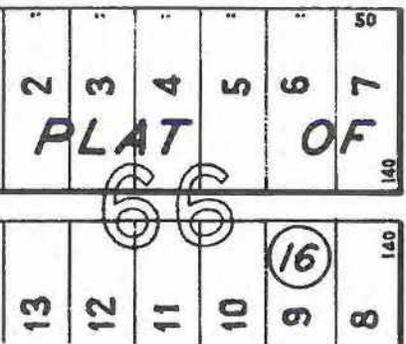
MULBERRY



WALNUT



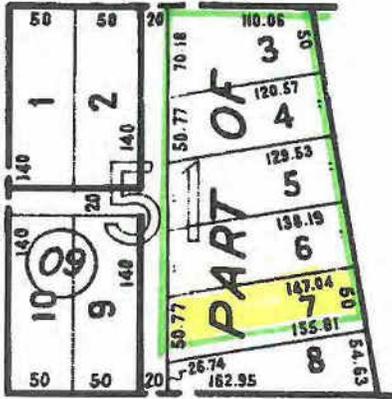
POPLAR



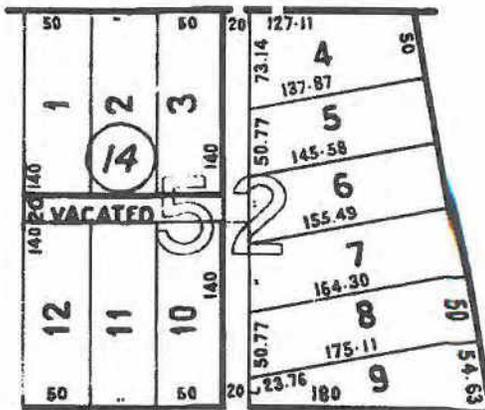
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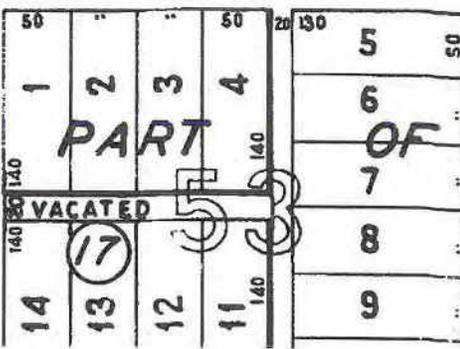
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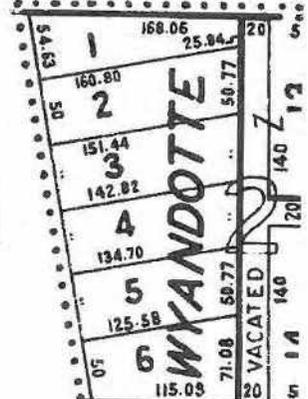
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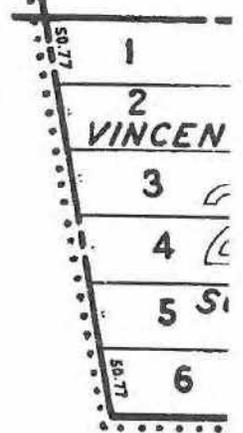
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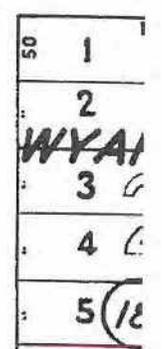
80 F



VAC.



BIDDLE



Former 2344-2346 Biddle

Dr. Atto's entire site

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: ~~May 9~~ **May 16**, 2016

AGENDA ITEM # **15**

ITEM: Department of Engineering – City Hall HVAC Maintenance

PRESENTER: Mark A. Kowalewski, City Engineer *Mark Kowalewski 5-4-16*

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: The heating, ventilating, and air conditioning systems (HVAC) for City Hall were previously monitored by Expert Mechanical Service for regularly scheduled preventative maintenance. The previous contract was through Daly Merritt and has expired. A new agreement with the City of Wyandotte was requested. Expert Mechanical Services provided a single year maintenance agreement totaling \$7,429.00, billed in 5 installments. The cost for this requested agreement has not increased from the previous agreement.

STRATEGIC PLAN/GOALS: This work is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of infrastructure.

ACTION REQUESTED: Approve the Expert Mechanical Maintenance agreement, authorizing Engineering to sign contract for the coming year(s).

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

The HVAC maintenance would be funded by the City Hall Maintenance account, #530-444-825-420. The cost for the coming year is \$7,429.

IMPLEMENTATION PLAN: If approved by Council, authorize City Engineer to sign contract.

COMMISSION RECOMMENDATION:

CITY ADMINISTRATOR'S RECOMMENDATION: *J. Dunsdale*

LEGAL COUNSEL'S RECOMMENDATION: **Agreement Approved as to form - W. Look**

MAYOR'S RECOMMENDATION: *JLL*

LIST OF ATTACHMENTS: Expert Mechanical Service contract, City Council Model Resolution.

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan

Date: ~~May 9~~, 2016

May 16

RESOLUTION by Councilperson _____

RESOLVED by the City Council that Council hereby concurs in the recommendation of the City Engineer to enter into contractual agreement with Expert Mechanical Service, and further, authorizes the Mayor and City Clerk to sign said amendment;

FURTHER, this recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of infrastructure.

FURTHER RESOLVED THAT the work will be funded from the City Hall maintenance budget, account #530-444-825-420.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura, Jr.	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

1 YEAR AGREEMENT
\$7,429.00 ANNUALLY



542 Biddle Ave. | Wyandotte, MI 48192 | P: 734-282-2250 | F: 734-282-2230
E: info@expertmechanicalservice.com | www.expertmechanicalservice.com

April 29, 2016

Quote # 16565

City of Wyandotte
3200 Biddle Avenue
Wyandotte, MI 48192
Attention: Jesus Plasencia

SUBJECT: City Hall Wyandotte, Mi. – Service Agreement Proposal

Dear: Jesus

Expert Mechanical Service, Inc. is pleased to provide the following *customized* maintenance agreement *budget* for the subject location. This agreement will allow you to benefit by properly maintaining your HVAC equipment, thus reducing downtime, improving efficiency, reliability and controlling your operating costs. We are providing a breakdown budget for **48 dedicated man hours** (aggregate) to perform HVAC maintenance on an annual basis. We are including our budget worksheet that details inspection intervals, labor expense and anticipated material costs.

- We are budgeting to provide four (4) quarterly inspections on all HVAC equipment and systems to ensure that they are operating per manufacturers' original specifications.
- Including and allowance for one (1) chemical condenser cleaning annually.
- Includes an allowance for maintenance materials as detailed below.
- **No Allowance for:** items we have not identified.
- **No Allowance for:** service repairs or emergency services.

Two (2) Trane - ROOFTOP HVAC UNITS-Cooling Core Building

1. Perform inspections.
2. Replace air filters quarterly.
3. Replace drive belts annually.
4. Clean condenser coils.
5. Verify economizer operation and filter condition.
6. Check cooling operation, including controls, contactors and relays.
7. Tighten and clean electrical connections as needed.
8. Check compressor oil level.
9. Check suction pressure reading.
10. Check suction temperature (compressor or evaporator).
11. Check discharge pressure reading.
12. Check liquid line temperature.
13. Check oil pressure reading.
14. Check oil safety device.
15. Check pressure controls.
16. Check starter/contactors.
17. Check motor amps.

18. Check motor volts.
19. Check capacity control.
20. Check crankcase heaters.
21. Check for signs of leaks.
22. Check refrigerant charge.
23. Check moisture indicator.
24. Check valve operation.
25. Check heat exchanger.
26. Check burner condition.
27. Check inducer fan/combination blower.
28. Check ignition sequence.
29. Check fan limit operation.
30. Check flame characteristics.
31. Lubricate motor bearings.
32. Lubricate fan and pump bearings.
33. Check sheaves and pulleys.
34. Check condensate pan and drain.
35. Inspect coil condition.
36. Check solenoid valves (liquid and hot gas).
37. Check damper motors.
38. Check thermostats.
39. Check critical alarms/safeties.
40. Check relays.

Four (4) Reznor - ROOFTOP HVAC UNITS- Heating Perimeter Building

1. Perform inspections.
2. Replace air filters quarterly.
3. Replace drive belts annually.
4. Tighten and clean electrical connections as needed.
5. Check pressure controls.
6. Check starter/contactors.
7. Check motor amps.
8. Check motor volts.
9. Check valve operation.
10. Check heat exchanger.
11. Check burner condition.
12. Check inducer fan/combination blower.
13. Check ignition sequence.
14. Check fan limit operation.
15. Check flame characteristics.
16. Lubricate motor bearings.
17. Lubricate fan and pump bearings.
18. Check sheaves and pulleys.
19. Check damper motors.
20. Check thermostats.
21. Check critical alarms/safeties.
22. Check relays.

One (1) – Circon DDC Control System /Tridium Front End

1. Perform quarterly inspections.
2. Verify network communications.
3. Identify and report unusual conditions and/or operational problems.

4. Audit alarm logs and messages.
5. Perform database backup.
6. NOTE: any work functions necessitating proprietary software or devices will be negotiated prior to execution.

MAINTENANCE MATERIALS TO BE INCLUDED UNDER THIS AGREEMENT

1. Complete filter change per unit **quarterly**.
2. Replacement of drive belts **annually**.
3. Lubricants and contact cleaner.
4. CO2 or Nitrogen for clearing condensate drains.
5. Condenser coil cleaning chemicals and equipment.

TOTAL ANNUAL INVESTMENT:.....**\$7,429.00**
(Seven Thousand Four Hundred Twenty Nine Dollars)

Invoiced at times of inspections as follows:

- \$1,556.00 Spring 2016
- \$1,204.00 Summer 2016
- \$744.00 Summer 2016 - Condenser Coil Cleaning.
- \$2,260.00 Fall 2016
- \$1,665.00 Winter 2017

Emergency Services

All work under this agreement will be performed during regular working hours of Monday through Friday, 8:00 a.m. to 4:30 p.m. Emergency overtime service calls on covered equipment will be billed at the agreed upon rate. On-site response time for qualified emergencies will be 4 hours or less from receipt of call. Typical response time for after hour's emergencies is 2 hours or less.

Regular Hour Labor Rates & Description	Tier I Regular Hour	Tier 1 Overtime Hour	Tier 1 Sunday & Holiday Hour
HVAC SERVICE TECHNICIAN	90.50	119.00	146.00
SENIOR HVAC SERVICE TECHNICIAN	94.50	124.50	153.00
UTILITY TECHNICIAN	66.50	88.00	107.50
JOURNEYMAN SHEET METAL	90.50	119.00	146.00
JOURNEYMAN PIPEFITTER	94.50	124.50	153.00
TRUCK DRIVER	46.00	60.50	75.00
SERVICE FOREMAN / CONTROL TECHNICIAN	99.50	129.50	158.00

Not included in this proposal

We do not include any additional repairs or system upgrades.

Availability

5-7 days upon approval.

Hours of work

This proposal assumes free access to the site to perform our work within normal working hours, 8:00 a.m. - 4:30 p.m., Monday through Friday.

TERMS

Net 30 days.

- o The parties to this Agreement may, at any time during the term of this agreement, terminate this agreement for any reason whatsoever upon thirty (30) days prior written notice to the other party.

Warranty

Material warranty as allowed by manufacturer. Labor warranty is 1 year from completion of work.

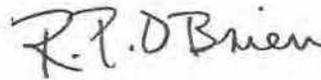
Thank you for the opportunity to quote on the above. If you have any questions, please feel free to contact me at anytime.

Respectfully,

Expert Mechanical Service, Inc.



Kelly J. O'Brien
General Manager
Kelly@expertmechanicalservice.com



Robert P. O'Brien
Solutions Advisor
Rob@expertmechanicalservice.com

RPO/rpo

If this is agreeable to you, please sign and return one copy to our office.

City Hall Wyandotte, Mi. – Service Agreement Proposal

Accepted for: City of Wyandotte

Purchase Order No. _____

Signature: _____

Date: _____

Printed Name: _____

Title: _____

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # **16**

ITEM: Various Services performed by the City of Wyandotte

PRESENTER: Mark A. Kowalewski, City Engineer

Mark Kowalewski - 5-10-16

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: The Department of Public Service performs snow removal for the Central Business District, in accordance with Section 32-53 through Section 32-55 of the City Charter, attached please find the Snow Removal Roll for the 2015-2016 winter season.

STRATEGIC PLAN/GOALS: The City is committed to maintaining and developing excellent Neighborhoods and the Downtown.

ACTION REQUESTED: Approve said charges to be placed as a special assessment against properties.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: n/a

IMPLEMENTATION PLAN: The City Assessor to spread said charges on the 2016 Summer Tax Roll against said properties.

COMMISSION RECOMMENDATION: n/a

CITY ADMINISTRATOR'S RECOMMENDATION:

S. Nydal

LEGAL COUNSEL'S RECOMMENDATION: n/a

MAYOR'S RECOMMENDATION:

J.P.

LIST OF ATTACHMENTS: Snow Roll 2015 – 2016

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16, 2016

RESOLVED by the City Council that the Council concurs in the recommendation of the City Engineer in his communication regarding the Snow Removal for the Central Business District, performed by the Department of Public Service; AND

BE IT FURTHER RESOLVED that Council directs the City Assessor to spread said charges on the 2016 Summer Tax Roll against said properties.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

City of Wyandotte
Allocation of Snow Removal - Central Business District

2015 - 2016

Total Cost \$19,099.59

sidwell #	I.f.		%	Amount to Be Billed
010-12-0005-000		459.68	1.82%	\$347.87
010-18-0001-000		280.00	1.11%	\$211.89
010-18-0006-301		50.00	0.20%	\$37.84
010-18-0007-000*		560.00	2.22%	\$423.79
010-20-0005-000		460.00	1.82%	\$348.11
011-03-0001-001		150.00	0.59%	\$113.51
011-03-0001-002		38.48	0.15%	\$29.12
011-03-0002-000		50.00	0.20%	\$37.84
011-03-0003-001		100.00	0.40%	\$75.68
011-03-0005-001		19.00	0.08%	\$14.38
011-03-0005-002		57.00	0.23%	\$43.14
011-03-0006-002		144.00	0.57%	\$108.97
011-03-0007-000*		558.48	2.21%	\$422.64
010-21-0005-000*		230.00	0.91%	\$174.05
010-21-0008-001*		43.00	0.17%	\$32.54
011-05-0004-000		294.72	1.17%	\$223.03
011-05-0005-002		29.00	0.11%	\$21.95
011-05-0006-002		21.00	0.08%	\$15.89
011-05-0006-003		25.00	0.10%	\$18.92
011-05-0007-001		25.00	0.10%	\$18.92
011-05-0007-002		25.00	0.10%	\$18.92
011-05-0008-000		415.93	1.65%	\$314.76
011-08-0001-001		160.00	0.63%	\$121.08
011-08-0001-002		42.00	0.17%	\$31.78
011-08-0002-002		44.48	0.18%	\$33.66
011-08-0003-001		33.70	0.13%	\$25.50
011-08-0003-003		51.54	0.20%	\$39.00
011-08-0004-001		51.54	0.20%	\$39.00
011-08-0004-002		51.54	0.20%	\$39.00
011-08-0005-001		44.32	0.18%	\$33.54
011-08-0005-002		58.76	0.23%	\$44.47
011-08-0006-306		51.57	0.20%	\$39.03
011-08-0006-002*		88.12	0.35%	\$66.69
011-08-0006-003*		70.36	0.28%	\$53.25
011-08-0006-005*		28.95	0.11%	\$21.91
011-99-0001-001		212.04	0.84%	\$160.46
011-99-0002-000		58.54	0.23%	\$44.30
011-99-0003-000		70.86	0.28%	\$53.62
011-99-0004-000		105.54	0.42%	\$79.87
011-99-0005-000		41.06	0.16%	\$31.07
011-06-0008-001		175.00	0.69%	\$132.43

011-06-0008-002	25.00	0.10%	\$18.92
011-06-0009-000	50.00	0.20%	\$37.84
011-06-0010-000	50.00	0.20%	\$37.84
011-06-0011-000	350.00	1.39%	\$264.87
011-07-0001-000	50.00	0.20%	\$37.84
011-07-0002-000*	50.00	0.20%	\$37.84
011-07-0003-000*	50.00	0.20%	\$37.84
011-07-0004-000*	150.00	0.59%	\$113.51
011-07-0007-000*	190.00	0.75%	\$143.78
011-07-0008-000*	315.00	1.25%	\$238.38
011-07-0011-002	75.00	0.30%	\$56.76
011-07-0013-000	240.00	0.95%	\$181.62
011-09-0001-000	260.00	1.03%	\$196.76
011-09-0003-002	80.00	0.32%	\$60.54
011-09-0005-000	180.00	0.71%	\$136.22
011-09-0006-001	25.00	0.10%	\$18.92
011-09-0006-002	25.00	0.10%	\$18.92
011-09-0007-000*	100.00	0.40%	\$75.68
011-09-0009-000	50.00	0.20%	\$37.84
011-09-0010-001	22.00	0.09%	\$16.65
011-09-0010-002	158.00	0.63%	\$119.57
011-09-0011-000	50.00	0.20%	\$37.84
011-09-0012-000	50.00	0.20%	\$37.84
011-09-0013-000	50.00	0.20%	\$37.84
011-09-0014-001	70.00	0.28%	\$52.97
011-09-0014-002	120.00	0.48%	\$90.81
011-10-0001-001	230.00	0.91%	\$174.05
011-10-0003-001	50.00	0.20%	\$37.84
011-10-0004-302	315.62	1.25%	\$238.85
011-10-0007-300	50.00	0.20%	\$37.84
011-10-0008-001	25.00	0.10%	\$18.92
011-10-0008-002*	25.00	0.10%	\$18.92
011-10-0009-001	25.00	0.10%	\$18.92
011-10-0009-002	25.00	0.10%	\$18.92
011-10-0010-000	184.48	0.73%	\$139.61
011-10-0011-002	170.00	0.67%	\$128.65
011-12-0001-300	311.00	1.23%	\$235.35
011-12-0004-311	240.00	0.95%	\$181.62
011-18-0001-000	26.33	0.10%	\$19.93
011-18-0002-000	26.33	0.10%	\$19.93
011-18-0003-000	26.33	0.10%	\$19.93
011-12-0008-000	215.00	0.85%	\$162.70
011-12-0009-002	65.00	0.26%	\$49.19
011-12-0010-002	60.00	0.24%	\$45.41
011-12-0012-000	50.00	0.20%	\$37.84
011-12-0013-000	50.00	0.20%	\$37.84
011-12-0014-000	190.00	0.75%	\$143.78
011-13-0001-000	190.00	0.75%	\$143.78
011-13-0002-000	50.00	0.20%	\$37.84
011-13-0003-000	50.00	0.20%	\$37.84
011-13-0004-000	50.00	0.20%	\$37.84

011-13-0005-000	50.00	0.20%	\$37.84
011-13-0006-000	50.00	0.20%	\$37.84
011-13-0007-000	190.00	0.75%	\$143.78
011-13-0008-300*	275.00	1.09%	\$208.11
011-13-0010-303	65.00	0.26%	\$49.19
011-13-0012-002*	275.00	1.09%	\$208.11
011-13-0012-301	15.00	0.06%	\$11.35
011-14-0001-000*	1,000.00	3.96%	\$756.76
011-15-0001-000	201.50	0.80%	\$152.49
011-15-0004-002	25.00	0.10%	\$18.92
011-15-0005-002	46.60	0.18%	\$35.27
011-15-0007-002	21.90	0.09%	\$16.57
011-15-0008-001	20.00	0.08%	\$15.14
011-15-0008-002	20.00	0.08%	\$15.14
011-15-0009-002	255.00	1.01%	\$192.97
011-15-0015-000	145.00	0.57%	\$109.73
011-15-0016-000	50.00	0.20%	\$37.84
011-15-0018-000*	102.00	0.40%	\$77.19
011-15-0022-002*	73.00	0.29%	\$55.24
011-15-0025-000*	75.00	0.30%	\$56.76
011-15-0028-000	25.00	0.10%	\$18.92
011-15-0029-001	85.00	0.34%	\$64.32
011-15-0029-002	60.00	0.24%	\$45.41
011-15-0030-000	157.50	0.62%	\$119.19
011-15-0031-002	25.00	0.10%	\$18.92
011-15-0032-002	25.00	0.10%	\$18.92
011-15-0033-002	30.00	0.12%	\$22.70
011-15-0034-002	27.50	0.11%	\$20.81
011-15-0035-002	30.00	0.12%	\$22.70
011-15-0037-000	50.00	0.20%	\$37.84
011-15-0039-301	197.00	0.78%	\$149.08
011-15-0044-000*	100.00	0.40%	\$75.68
011-15-0056-000*	195.00	0.77%	\$147.57
011-15-0069-002*	153.00	0.61%	\$115.78
011-15-0075-301*	322.00	1.28%	\$243.68
020-01-0001-001	674.22	2.67%	\$510.22
020-01-0001-002*	1,160.00	4.60%	\$877.84
020-01-0002-000*	327.88	1.30%	\$248.13
020-01-0008-002*	11.40	0.05%	\$8.63
020-01-0008-003	288.63	1.14%	\$218.42
020-01-0008-004	76.12	0.30%	\$57.60
020-01-0009-301	376.15	1.49%	\$284.66
020-01-0003-004	244.21	0.97%	\$184.81
020-01-0004-304	159.27	0.63%	\$120.53
020-01-0004-002	159.27	0.63%	\$120.53
020-38-0003-303	50.00	0.20%	\$37.84
E Biddle-Pine to Wye*	3,614.18	14.32%	\$2,735.07
Viaducts	2,650.00	10.50%	\$2,005.41

*indicates city property

Total I.f.	25,238.64	100.00%	19,099.59
	should = total I.f.	should = 100%	should = \$total

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # **17**

ITEM: Tax Reverted Residential Properties

PRESENTER: Mark A. Kowalewski, City Engineer



INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: Each year the City is offered properties to purchase from Wayne County for non-payment of the taxes. In the past, the City has been very selective on the properties purchased, due to budget constraints. The Engineering Department is requesting your approval to solicit developers for the redevelopment of these properties. Enclosed please find the specifications for solicitation of developers. If you concur with these specifications the Engineering Department will proceed to solicit proposals and recommend a developer.

When the City receives the list of properties from Wayne County, the list will be reviewed by the Engineering Department and a determination will be made by the Engineering Department as to if the properties should be rehabilitated or demolished. Then the properties for rehabilitation will be forwarded to the City Council for approval and selection of a developer.

STRATEGIC PLAN/GOALS: This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in committed to maintaining and developing excellent neighborhoods by enabling and empowering neighborhood organizations and associations, matching tools and efforts to the conditions in city neighborhoods, tracking infrastructure conditions in all neighborhoods. The city will work to establish and sustain the quality of street lighting, sidewalks, curbs, gutters and pavement, continuing neighborhood renewal projects, where needed, in order to revitalize structures and infrastructures in residential and commercial areas

ACTION REQUESTED: Approve the City Engineer to proceed with solicitation and selecting a developer for the purchase of tax reverted properties with a recommendation to City Council and review Assignment of Tax Reverted Properties Agreement with City Attorney prior to submittal to City Council.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: n/a

IMPLEMENTATION PLAN: Once specifications are approved, solicit proposals.

COMMISSION RECOMMENDATION: n/a

CITY ADMINISTRATOR'S RECOMMENDATION:



LEGAL COUNSEL'S RECOMMENDATION: n/a

MAYOR'S RECOMMENDATION:



LIST OF ATTACHMENTS: Specifications of Tax Reversion Property Sale

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: May 16, 2016

RESOLUTION by Councilperson _____

RESOLVED BY THE MAYOR AND CITY COUNCIL that Council concurs with the recommendation of the City Engineer to solicit proposals to proceed with the sale of tax reverted properties; AND

BE IT RESOLVED that Council directs the City Engineer to recommend a developer with review of the proposed Assignment Agreement by the City Attorney.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

DRAFT

NOTICE
CITY OF WYANDOTTE REQUEST FOR PROPOSALS
2016 TAX REVERTED PROPERTY SALE -
FILE NO.#

The City of Wyandotte is petitioning qualified developers to submit proposals for Property Sales of tax reverted property in Wyandotte.

Proposal can be obtained through the Michigan Inter-governmental Trade Network (MITN) website at www.mitn.info.

These homes are offered and sold in one package and in as-is/where-is condition. Proposals must be on forms furnished by the City in the Proposal labeled "CITY OF WYANDOTTE REQUEST FOR PROPOSALS - 2016 TAX REVERTED PROPERTY SALE - FILE NO. ____" and be accompanied by a bidder's bond, certified or cashier's check payable to the City of Wyandotte for the sum of Ten Thousand (\$10,000.00) Dollars. Proposals received without a bidder's bond, certified or cashier's check WILL NOT BE CONSIDERED.

Proposals must be submitted on provided documents, and in a sealed envelope, that is clearly marked "CITY OF WYANDOTTE REQUEST FOR PROPOSALS - 2016 TAX REVERTED PROPERTY SALE - FILE NO. ____" then addressed to the City Clerk at 3200 Biddle Avenue, Wyandotte, Michigan 48192. Proposals will be accepted until 2:00 PM EST on _____, at which time all bids will be reviewed and read aloud by the City Clerk.

Purchaser is responsible for obtaining Certificates of Approvals with the City of Wyandotte and is obligated to comply with all City regulations and ordinances.

- Immediately Upon Purchase: The owner is responsible to maintain the grass, weeds (no higher than 6") and snow removal (within 24 hours of snowfall).
- Upon Sale Inspection shall be paid for within ten (10) days of closing.
- Within 30 Days: Junk and debris on property, including junked vehicles need to be cleaned and in compliances with ordinances.
- Within 90 Days: property maintenance issues such as damaged gutters, rotting wood, damaged floors, broken or boarded windows, and badly peeling paint, are to be repaired with exceptions being considered on an individual basis. Homes remaining occupied after 90 days are to be registered as rental properties, and inspected in accordance with ordinance requirements. Cost to register a rental property is \$35.00. The Inspection cost is \$180 for a single family dwelling and \$270 for a two (2) family dwelling.
- Within 180 Days: Homes that remain vacant are to be registered as vacant properties. Cost to register a vacant property is \$150.00 per home.

Buyer, its agent, successors, purchaser, assigns, tenants, grantees, representative and heirs hereby specifically release the City of Wyandotte, its employees, officers, agents, contractors, assigns and other personnel and hold them harmless from any and all liability associated with squatters, holdover tenants, or any occupants of the subject property.

Successful developer will be required to enter into an Agreement similar to Exhibit A. If Successful Developer does not enter in an Agreement, then the bidder's bond, certified or cashier's check in the amount of Ten Thousand (\$10,000.00) Dollars will be forfeited to the City of Wyandotte.

The City of Wyandotte reserves the right to reject any or all proposals, in whole or in part, to waive any irregularities therein and accept that bid which best serves its interest.

Mark A. Kowalewski
City Engineer

P.O.#

PROPOSAL SHEET

CITY OF WYANDOTTE

2016 TAX REVERTED PROPERTY SALE

The City of Wyandotte is petitioning qualified developers to submit proposals on Property Sale for _____ properties in Wyandotte.

Possession: These home(s) are offered and sold in one package, and in as-is/where-is-condition. Seller shall deliver possession to Buyer at Closing.

Sewer and Water Charges: Seller agrees to pay for all sewer and water charges to date of closing. Buyer is responsible for sewer and water charges from date of closing.

Property Taxes: Current taxes shall be prorated and adjusted as of date of closing in accordance with due date of municipality or taxing unit(s) in which property is located. Buyer acknowledges that property taxes are subject to change.

Other Terms and Conditions: Properties sold in as-is/where-is condition.

Describe Developer Business including partner names, number of employees, office location.

Proposals shall include a background of Developers projects within the last five (5) years. Resume of the individuals that will be involved with implementation of remodeling of houses. Locations of three (3) closest projects to Wyandotte that can be visited by City Staff.

Addendum: If any addendums are issued for this proposal, bidder shall note receipt in column below and include each addendum with the proposal.

<u>Addendum No.</u>	<u>Date Received</u>	<u>Received By</u>
_____	_____	_____
_____	_____	_____

SIGNED: _____

BY: _____

ADDRESS: _____

PHONE NO.: _____

Email Address: _____

EXHIBIT A

ASSIGNMENT OF CERTAIN TAX REVERTED PROPERTIES OFFERED TO CITY OF WYANDOTTE BY COUNTY OF WAYNE

THIS AGREEMENT has been entered into as of _____, 2016
Between CITY OF WYANDOTTE, a Michigan municipal corporation, whose address is 3200 Biddle
Avenue, Wyandotte, Michigan 48192 ("Assignor"), and _____
_____, whose address is _____
_____. ("Assignee").

Regarding the properties listed on the Attachment 1 which the Assignor is able to acquire hereinafter referred to as ("Property")

The Parties agree as follows:

1. Assignment.

Assignor agrees to assign and Assignee agrees to accept the Property and all appurtenances thereto, for the price and under the terms and conditions contained in this Agreement. In the event Assignor is unable to acquire all of the properties listed on Attachment 1 for any reason, Assignee agrees to purchase the remaining properties.

2. Assignment Price.

The Assignment Price for said Property shall be an amount equal to the costs incurred by the Assignor to acquire the Property, plus the Administrative Fee described in Paragraph 3.

3. Terms of Payment.

Upon execution of this Agreement, Assignee shall deliver to Assignor certified funds in the amount of \$ _____
_____ to be held by Assignor. The funds shall be immediately available to Assignor to purchase the Property from the County of Wayne and to pay all costs associated with the negotiation and administration of this agreement including legal fees and staff costs. In the event the funds are insufficient to satisfy the obligations of Assignee to Assignor, Assignee shall deliver additional certified funds as directed by Assignor within 24 hours of receipt of notice from Assignor.

Assignee shall pay to Assignor an Administration Fee of Fifteen Percent (15%) of Purchase Price or \$ _____.

4. Outstanding Violations.

Assignee shall pay all outstanding ordinances, utilities, cable and other assessments, or invoices associated with the Property.

5. Owner-Occupied Residential Properties and Request for Information.

All residential properties will be conveyed with a deed restriction requiring the property to be owner occupied for no less than five (5) years from the date the Quit Claim Deed is signed by Assignor. Title will also be subject to the restrictions imposed by the County of Wayne. Assignee will provide all information requested by Assignor to prepare any reports as may be required by the County of Wayne.

6. As-Is.

Assignee represents and warrants it is an experienced investor and residential and commercial property developer. Assignee understands and agrees it is purchasing the Property in an "AS IS" condition. Assignor makes no representations or warranties whatsoever regarding the marketability of title or any other matter related to any such properties. Title to the Property will be conveyed by means of a Quit Claim Deed.

7. Rehabilitation and Compliance with Applicable Law.

Assignee shall complete the rehabilitation of the Property in full compliance with applicable codes and ordinances including, without limitation, as real estate laws, codes, rules, and regulations related to the obligations of Assignee hereunder. Assignee shall be responsible for all permit and inspection fees and complying with all federal and state laws, rules and regulations with respect to the ownership and development of the Property. A city Upon Sale Inspection shall be paid for and obtained by the Assignee prior to commencement of rehabilitation. Necessary permits shall be obtained prior to commencement of work and work shall not be deemed completed prior to inspection and approval by the appropriate inspectors. A minimum of thirty thousand dollars (\$30,000.00) in renovations must be made to each individual property. Exterior of home shall be maintained including grass cutting and snow removal upon purchase. All debris and junk vehicles shall be removed from the property within thirty (30) days. Exterior property maintenance issues shall be corrected in ninety (90) days. Homes remaining occupied after ninety (90) days shall be registered as rental. Houses remaining vacant after 180 days shall be registered as vacant structures.

8. Completion and Transfer.

Assignee shall rehabilitate the Property for occupation within 12 months of the date the Quit Claim deed is signed by Assignor. Property shall not be transferred prior to obtaining a final Certificate of Approval for the Property which is being transferred. Assignee shall advise all purchasers of the Property of the deed restrictions described in Paragraph 5 and shall ensure the deed restrictions are not violated.

9. Insurance.

Developer shall purchase and maintain with an insurance company or companies lawfully authorized to do business in the jurisdiction in which the Homes are located insurance, including, but not limited to, General Liability, Worker's Compensation, Excess, Motor Vehicle, Property Injury, Contractual Liability, Builder's Risk, Premises Liability, and Property Insurance _____ forth below, that will protect the Developer and City from any and all claims that arise or _____ arise out of or result from the Developer's operations under this Agreement or relate to any _____ the Homes, whether conducted or administered by the Developer, any subcontractors, by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Such coverages shall be secured to support the Developer's indemnification obligations to the City.

- i. General Liability. The Developer shall obtain and maintain General Liability Insurance. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representatives and affiliates as additional insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
- ii. Premises Liability and Property Insurance. Developer shall obtain and maintain dedicated coverage for any and all premises liability exposure for each Home along with property insurance in the form of an "all-risk" or equivalent policy in the amount of the purchase price of each Home, plus the value of subsequent rehabilitation and cost of materials supplied or installed by others, comprising total value for each Home rehabilitation on a replacement cost basis with optional deductible no greater than \$1,000, which Developer shall be responsible to pay. This insurance will be maintained without interruption from the date upon which the City obtains title to each Home, until the date upon which the last Home owned by the City or Developer is sold to a third-party as evidenced by a final closing statement. The city shall be defined as an insured under the policy as Additional Insured-Building Owner through/by way of insured Services Office (ISO) endorsement number CP 12 19. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representatives and affiliates as named insureds for claims cause in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
- iii. Builder's Risk Insurance. The Developer shall obtain and maintain Builder's Risk Insurance that covers each Home from the date work begins until the date a Certificate of Approval is issued for such Home. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representative an affiliates as named insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
- iv. Worker's Compensation Insurance. The Developer shall obtain and maintain Worker's Compensation Insurance against claims related to damages

- because of bodily injury, sickness or disease, or death of any employee and/or employed person.
- v. Excess Insurance. The Developer shall obtain and maintain Excess Insurance. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representative an affiliates as named insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
 - vi. Automobile Insurance. The Developer shall obtain and maintain Automobile Insurance for all Developer owned or leased motor vehicles against claims related to damages because of bodily, injury, death of a person, or property damage arising out of the ownership, maintenance, or use of a motor vehicle. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representative an affiliates as named insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
 - vii. Contractual Liability Insurance. The Developer shall obtain and maintain Contractual Liability Insurance. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representative an affiliates as named insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
 - viii. Personal Injury Insurance. The Developer shall obtain and maintain Personal Injury Liability Insurance for any liability related to Developer's obligations under this Agreement or Developer's Agreement with any subcontractors or employees. The Developer will ensure coverage includes (a) the City, its officials, employees, agents, representative an affiliates as named insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.
 - ix. Owners and Contractors Protective Liability (OCP) Coverage. The Developer shall obtain and maintain a standalone Owners and Contractors Protective Liability (OCP) Coverage. The Developer will ensure such coverage includes (a) the City, its officials, employees, agents, representative an affiliates as named insureds for claims caused in whole or in part by the Developer's and/or any subcontractor's negligent acts or omissions during the time that either the City or the Developer hold title to the Homes.

Each of the insurance policies required by the above Sections will be written for not less than a minimum limit of \$1,000,000 per occurrence and a minimum excess umbrella of \$3,000,000 for a total minimum combined umbrella limit of \$4,000,000 for each policy. Coverages, whether written on an occurrence or claims-made basis, will be maintained without interruption from the date upon which the City obtains title to each Home, until the date upon which the last Home owned by the City of Developer is sold to a third-party as evidenced by a final closing statement.

Certificates of insurance applying to the City will be filed with the City on such date as the City obtains title to the Homes, and thereafter on renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by herein will contain a provision that coverages afforded under the policies will not be canceled or allowed to expire. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, will be submitted with upon transfer of title to each Home from the City to the Developer and thereafter on renewal or replacement of that coverage until the expiration of the time required. Information concerning the reduction coverage because of revised limits or claims paid under the general aggregate, or both, will be immediately furnished by the Developer to the City.

The Developer shall be responsible for securing evidence from any and all subcontractors hired by Developer for the performance of work on the Homes. The insurance secured by any subcontractor must reflect the identical limits set forth above and shall list the City as an additional insured. Any subcontractors must agree to be bound, to the same extent as Developer in accordance with this Agreement.

- a. Waivers of Subrogation. The Developer waives all rights against the City and any of Developer's subcontractors, sub-subcontractors, agents, and employees for damages caused by any causes of loss to the extent covered by property, premises liability, and liability insurance obtained pursuant to this section or other property insurance related to this Agreement or the Homes. The Developer will require of its subcontractors, sub-subcontractors, agents, and employees by appropriate written agreements, similar waivers each in favor of the City as enumerated in this section. All policies required hereunder will provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation will be effective concerning a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise; that person or entity did not pay the insurance premium directly or indirectly; and whether or not the person or entity had an insurable interest in the property damaged.
 - b. Construction Lien Waivers. Developer agrees to timely pay all subcontractors for work performed in relation to any of the Homes and provide lien waivers for each subcontractor to the City as paid and as each lien waiver is obtained. Developer shall indemnify, defend, and hold harmless City and against any and all liens filed against the Homes by any subcontractor or other entity. Developer shall be liable for and shall satisfy and Developer shall not permit any liens to remain on any Homes beyond twenty-one (21) days.
10. Security. Developer shall provide to City an irrevocable "One Million Dollar \$1,000,000.00) letter of credit no later than _____ or an alternative form of security as approved by City which allows City the right to draw down on said letter of credit or alternative form of security if Developer defaults under this Agreement.
 11. Sale. Developer shall not sell any of the rehabilitated Homes in "as-is" condition. Developer must provide a Certificate of Approval prior to any Home sale.

12. Comply with Laws. Developer shall comply with any and all federal, state and local statutes, regulations, rules, ordinances or other requirements, that Developer are responsible for undertaking which affect Developer and/or their operations, including without limitation, developer's owning of residential property. Furthermore, with respect to legal compliance issues, Developer understands and agrees that Developer shall be responsible for complying with, and ensuring its compliance with, all applicable federal and state laws, rules and regulations, including without limitation, all residential real estate laws, codes, rules and regulations related to the obligations of Developer hereunder. Developer shall be responsible for complying with all federal and state laws, rules and regulations with respect to those actions Developer is responsible for undertaking pursuant to this Agreement.
13. Taxes and Assessments. Assignee shall pay all taxes, utilities and other assessments when due. For a two (2) year period from the date this Agreement was entered into Assignee hereby waives any right to challenge future city tax assessments on the property.
14. Assignee Indemnification. Assignee shall indemnify and hold harmless Assignor and its officials, employees and agents from and against all losses, liabilities, or claims, including claims from any and all liability associated with squatters, holdover tenants or other occupancy of subject property, whether threatened or pending, which may be asserted against Assignor, its officials, employees and agents as a result of Assignee's failure to perform a term or condition of this Agreement. In the event Assignor incurs legal fees or costs to enforce this Agreement, Assignee shall reimburse Assignor for all such legal fees and costs.
15. Waiver. The waiver by either party of a breach of any term or provision of this Agreement will not operate as a waiver of a subsequent breach of the same term or provision by such party or of a breach of any other term or provision of this Agreement. The delay or failure of either party to provide notice under this Agreement will not constitute a waiver by such party of any breach under the Agreement.
16. Assignment: Neither party may assign this Agreement without prior written consent of the other party.
17. Entire Agreement. With respect to the subject matter of this Agreement, this Agreement shall constitute the entire agreement between the parties and shall supersede all prior contracts, written and oral, and all discussions.
18. No Third-Party Beneficiary. None of the provisions contained in this Agreement are intend by the parties, nor shall they be deemed to confer any benefit on any person or entirety not a party to this Agreement.
19. Amendment. This Agreement may be amended only upon the written consent of both parties.

DRAFT

ASSGNEE:

BY: _____

IT'S: _____

BY: _____

IT'S: _____

ASSIGNOR:

CITY OF WYANDOTTE
a Michigan municipal corporation

BY: Joseph R. Peterson

IT'S: Mayor

BY: Lawrence S. Stec

IT'S: City Clerk

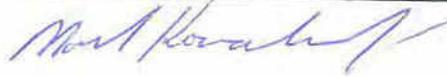
CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # **18**

ITEM: Sale of the City Owned Property Former 222 Antoine (37.90' x 115')

PRESENTER: Mark A. Kowalewski, City Engineer



INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski

BACKGROUND: This property was purchased from Wayne County for non-payment of the taxes. Recommendation is to sell the Former 222 Antoine to the adjacent property owner at 230 Antoine, for the amount of \$2,395.00 which is based on \$50 per front footage price plus \$500 for the garage. The combination of the two (2) parcels will result in one (1) parcel measuring 67.90' x 115'.

STRATEGIC PLAN/GOALS: This is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in insuring that development will have a positive impact on maintaining and developing excellent neighborhoods.

ACTION REQUESTED: Approve Purchase Agreements to sell property to the adjacent property owners.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Once approved a closing will be scheduled.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION:



LEGAL COUNSEL'S RECOMMENDATION: Purchase Agreement Approved by W.Look

MAYOR'S RECOMMENDATION:



LIST OF ATTACHMENTS: Sales Agreement, Map, and Resolution for the Policy for the Sale of Non-Buildable Lots.

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan

Date: May 16, 2016

RESOLUTION by Councilperson _____

BE IT RESOLVED BY THE CITY COUNCIL that Council approves the Purchase Agreement to sell the former 222 Antoine to the adjacent property owners at 230 Antoine, for the amount of \$2,395.00; AND

BE IT FURTHER RESOLVED that the Department of Legal Affairs is hereby directed to prepare the necessary documents and the Mayor and Clerk are hereby authorized to sign said

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

William R. Look
 Steven R. Makowski

Richard W. Look
 (1912-1993)

1. THE UNDERSIGNED hereby offers and agrees to purchase the following land situated in the

City
 XXXXXXX of
 XXXXXXX

Wyandotte County, Michigan, described as follows:
Lot 3, Antoine Labadie's Subdivision, as recorded in Liber 31 Page 11 of Plats, Wayne County Records being known as the
Former 222 Antoine Street, together with all improvements and appurtenances, including all lighting fixtures, shades, Venetian
 blinds, curtain rods, storm windows and storm doors, screens, awnings, TV antenna, gas conversion unit and permit if
 any, now on the premises, and to pay therefore the sum of Two Thousand Three Hundred Ninety-Five Dollars and 00/100
 (\$2,395.00) Dollars, subject to the existing building and use restrictions, easements, and zoning ordinances, if any, upon the
 following conditions;

THE SALE TO BE CONSUMMATED BY: Paragraph A
 (Fill out one of the four following paragraphs, and strike the remainder)

<i>Cash Sale</i>	A. Delivery of the usual Warranty Deed conveying a marketable title. Payment of purchase money is to be made in cash or certified check.
<i>Cash Sale with New Mortgage</i>	B. Delivery of the usual Warranty Deed conveying a marketable title. Payment of Purchase money is to be made in cash or certified check. Purchaser agrees that he will immediately apply for a _____ mortgage in the amount of \$ _____, and pay \$ _____ down plus mortgage costs, prepaid items and adjustments in cash. Purchaser agrees to execute the mortgage as soon as the mortgage application is approved, a closing date obtained from the lending institution, and, if applicable, final inspection of the property approved by the Veterans Administration or F. H. A.
<i>Sale to Existing Mortgage</i>	C. Delivery of the usual Warranty Deed conveying a marketable title, subject to mortgage to be deducted from the purchase price. Payment of the purchase money is to be made in cash or certified check less the amount owing upon an existing mortgage now on the premises, with accrued interest to date of consummation, held by _____ upon which there is unpaid the sum of approximately _____ Dollars, with interest at _____ per cent, which mortgage requires payment of _____ Dollars on the _____ day of each and every month, which payments DO, DO NOT include prepaid taxes and insurance. If the Seller has any accumulated funds held in escrow for the payment for any prepaid items, the Purchaser agrees to reimburse the seller upon proper assignment of same. The Purchaser agrees to assume and pay said mortgage according to the terms thereof.
<i>Sale on Land Contract</i>	D. Payment of the sum of _____ Dollars, in cash or certified check, and the execution of a Land Contract acknowledging payment of that sum and calling for the payment of the remainder of the purchase money within _____ years from the date of Contract in monthly payments of not less than _____ Dollars each, which include interest payments at the rate of _____ per cent per annum; and which DO, DO NOT include prepaid taxes and insurance.
<i>Sale to Existing Land Contract</i>	If the Seller's title to said land is evidenced by an existing by an existing land contract with unperformed terms and conditions substantially as above set forth and the cash payment to be made by the undersigned on consummation hereof will pay out the equity, an assignment and conveyance of the vendee's interest in the land contract, with an agreement by the undersigned to assume the balance owing thereon, will be accepted in lieu of the contract proposed in the preceding paragraph. If the Seller has any accumulated funds held in escrow for the payment of prepaid taxes or insurance, the Purchaser agrees to reimburse the Seller upon the proper assignment of same.
<i>Evidence of Title</i>	2. As evidence of title, Seller agrees to furnish Purchaser as soon as possible, a complete Abstract of Title and Tax History, certified to a date later than the acceptance hereof. In lieu, thereof, a Policy of Title Insurance in an amount not less than the purchase price, bearing date later than the acceptance hereof and guaranteeing the title in the condition required for performance of this agreement, will be accepted. Purchaser to pay premium for title insurance policy at time of closing.
<i>Time of Closing</i>	3. If this offer is accepted by the Seller and Purchaser and if title can be conveyed in the condition required hereunder, the parties agree to complete the sale upon notification that Seller is ready to close; however, if the sale is to be consummated in accordance with paragraph B, then the closing will be governed by the time there specified for obtaining a mortgage. In the event of default by the Purchaser hereunder, the Seller may, at his option, elect to enforce the terms hereof or declare a forfeiture hereunder and retain the deposit as liquidated damages.
<i>Purchaser's Default</i>	
<i>Seller's Default</i>	4. In the event of default by the Seller hereunder, the purchaser may, at his option, elect to enforce the terms hereof or demand, and be entitled to, an immediate refund of his entire deposit in full termination of this agreement.
<i>Title Objections</i>	5. If objection to the title is made, based upon a written opinion of Purchaser's attorney that the title is not in the condition required for performance hereunder, the Seller shall have 30 days from the date, is notified in writing of the particular defects claimed, either (1) to remedy the title, or (2) to obtain title insurance as required above, or (3) to refund the deposit in full termination of this agreement if unable to remedy the title the Purchaser agrees to complete the sale within 10 days of written notification thereof. If the Seller is unable to remedy the title or obtain title insurance within the time specified, the deposit shall be refunded forthwith in full termination of this agreement.
<i>Possession</i>	6. The Seller shall deliver and the Purchaser shall accept possession of said property, subject to rights of the following tenants: <u>None</u>
If the Seller occupies the property, it shall be vacated on or before <u>closing</u> . From the closing to the date of vacating property as agreed, SELLER SHALL PAY the sum of \$ <u>NA</u> per day. THE BROKER SHALL RETAIN from the amount due Seller at closing the sum of \$ <u>NA</u> as security for said occupancy charge, paying to the Purchaser the amount due him and returning to the Seller the unused portion as determined by date property is vacated and keys surrendered to Broker.	

THIS IS A LEGAL BINDING CONTRACT, IF NOT UNDERSTOOD SEEK COMPETENT HELP

<p><i>Taxes and Prorated Items</i></p>	<p>7. All taxes and assessments which have become a lien upon the land at the date of this agreement shall be paid by the Seller. Current taxes, if any, shall be prorated and adjusted as of the date of closing in accordance with <u>due date</u> (Insert one: "Fiscal Year" "Due Date." If left blank, Fiscal Year applies) basis of the municipality or taxing unit in which the property is located. Interest, rents and water bills shall be prorated and adjusted as of the date of closing. Due dates are August 1 and December 1.</p> <p>8. It is understood that this offer is irrevocable for five (5) days from the date hereof, and if not accepted by the Seller within that time, the deposit shall be returned forthwith to the Purchaser. If the offer is accepted by the Seller, the Purchaser agrees to complete the purchase of said property within the time indicated in Paragraph 3.</p>
<p><i>Broker's Authorization</i></p>	<p>9. The Seller is hereby authorized to accept this offer and the deposit of <u>0.00</u> Dollars may be held by him under Act No. 112. P.A. of 1960 Sect. 13, (j) and applied on the purchase price if the sale is consummated.</p>

10. APPLICABLE TO F. H. A. SALES ONLY:

It is expressly agreed that, notwithstanding any other provisions of this contract, the Purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the Seller has delivered in the purchaser a written statement issued by the Federal Housing Commissioner

setting forth the appraised value of the property for mortgage insurance purpose of not less than \$ _____ which statement the Seller hereby agrees to deliver to the Purchaser promptly after such appraised value statement is made available to the Seller. The Purchaser shall, however, have the privilege and the option of proceeding with the consummation of this contract without regard to the amount of the appraised valuation made by the Federal Housing Commissioner.

It is further understood between Purchaser and Seller that the additional personal property listed herein has a value of \$ _____.

11. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties.

By the execution of this instrument the Purchaser acknowledges THAT HE HAS EXAMINED THE ABOVE described premises and is satisfied with the physical condition of structures thereon and acknowledges the receipt of a copy of this offer.

The closing of this sale shall take place at the office of the City Engineer, 3200 Biddle Avenue, Wyandotte, MI. However, if a new mortgage is being applied for, Purchasers will execute said mortgage at the bank or mortgage company from which the mortgage is being obtained. Additional conditions, if any: See Addendum for Paragraphs 12 thru 16 and Signatures

CHECK BOX IF CLOSING FEE OF \$200.00 IS TO BE PAID BY PURCHASER IS REQUIRED.

IN PRESENCE OF:

L. S.
Purchaser

Address _____

Dated _____ Phone: _____

SELLER'S ACKNOWLEDGMENT OF DEPOSIT

Received from the above named Purchaser the deposit money above mentioned, which will be applied as indicated in Paragraphs 8 and 9 above, or will be returned forthwith after tender if the foregoing offer and deposit is declined.

Address _____
 Phone _____
 By: _____
 This is a co-operative sale on a _____ basis with _____
Seller

ACCEPTANCE OF OFFER

TO THE ABOVE NAMED PURCHASER AND BROKER:

The foregoing offer is accepted in accordance with the terms stated, and upon consummation Seller hereby agrees to pay the Broker for services rendered a commission of (_____ Dollars) (_____ per cent of the sale price), which shall be due and payable at the time set in said offer for the consummation of the sale, or if unconsummated, at the time of Seller's election to refund the deposit, or of Seller's or Purchaser's failure, inability or refusal to perform the conditions of this offer; provided, however, that if the deposit is forfeited under the terms of said offer, the Seller agrees that one-half of such deposit (but not in excess of the amount of the full commission) shall be paid to or retained by the Broker in full payment for services rendered.

By the execution of this instrument, the Seller acknowledges the receipt of a copy of this agreement.

IN PRESENCE OF:

CITY OF WYANDOTTE:

L. S.

L. S.

Address 3200 Biddle Avenue, Wyandotte

Dated: _____ Phone 734-324-4555

PURCHASER'S RECEIPT OF ACCEPTED OFFER

The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Offer to Purchase.

Dated _____
L. S.
Purchaser

ADDENDUM TO
OFFER TO PURCHASE REAL ESTATE

Purchaser(s) is purchasing the vacant property along with the garage for the amount of \$500 which is included in the sales price. Purchaser(s) also acknowledge that the City of Wyandotte does not have clear title to the property at the time this Agreement is being executed. The City will proceed with clearing title and closing is contingent upon this and the following:

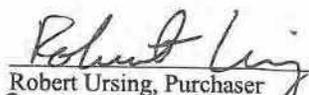
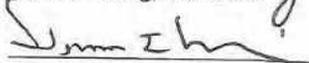
12. Purchaser will be required to combine this property with property currently owned by Purchasers known as 230 Antoine, Wyandotte, at time of closing.
13. Buyer acknowledges that Seller obtained the property by tax deed. Seller shall provide and Purchaser shall accept, an Owner's Title Insurance Policy issued by Minnesota Title Agency wherein marketability shall be defined as Minnesota Title Agency willingness to insure this and future transactions.

In order to achieve marketability as defined above, Seller agrees to have the tax deed certified ("Certification") through Tax Title Services, Inc. ("TTS"). In the event TTS is unable to provide the in-house title underwriter recognized Certification by the closing date set forth in the contract, the closing date shall be extended to a date not to exceed ten (10) days from the date Buyer receives proof of Certification. If TTS is unable to provide the in-house title underwriter recognized Certification within ninety (90) days of the original closing date initially set forth in the contract, Buyer or Seller may cancel this transaction and Buyer shall receive a refund of all deposits made hereunder.

Buyer acknowledges that subsequent to the closing and for a period not to exceed four (4) years from the date Seller acquired title to the property by tax deed, Buyer may need to utilize the services of Minnesota Title Agency in order to convey marketable title to the property as defined herein.

The provisions of this addendum are made a part of the subject contract and shall supersede, govern and control all contract provisions in conflict therewith.

14. Property is being sold in "AS IS" condition.
15. The Purchaser is responsible for the cost of the Title Insurance Policy Premium and County Mapping Fee of \$30.00. These charges will be due at closing.
16. This Agreement requires the approval of the Wyandotte City Council.


Robert Ursing, Purchaser

James Ursing, Purchaser

Dated: 4-30-16

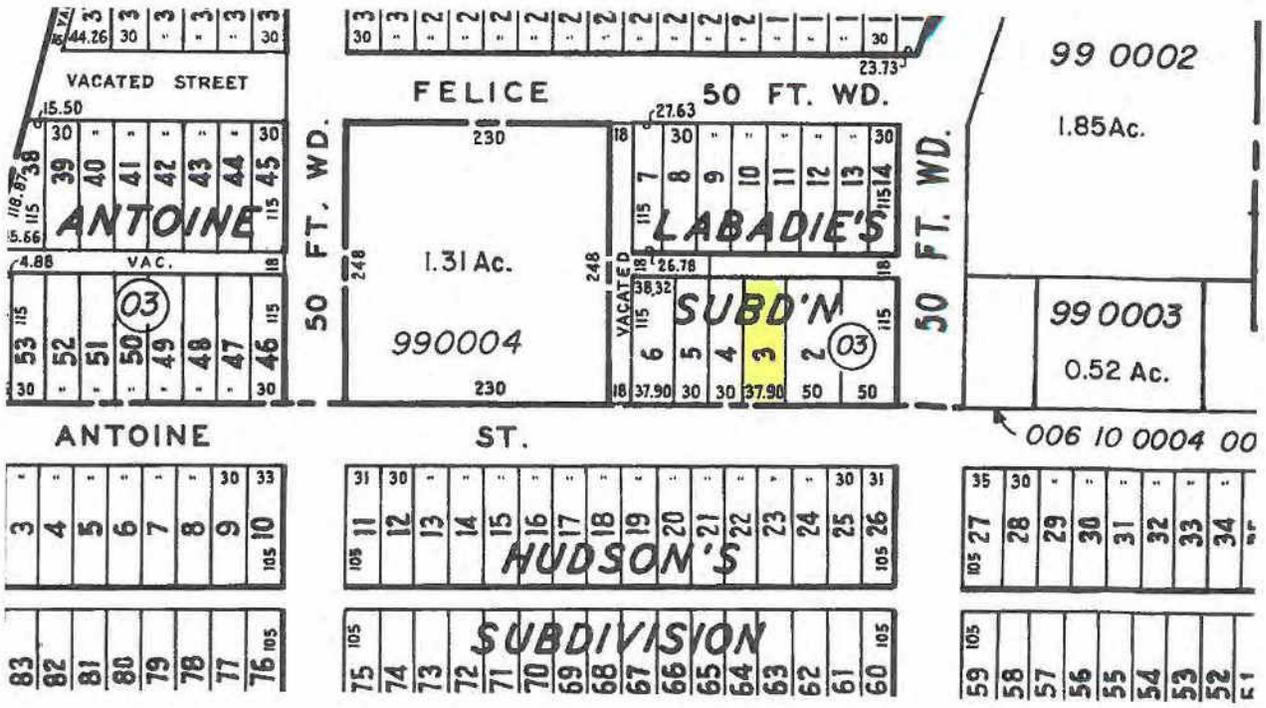
ACCEPTANCE OF OFFER

SELLER: City of Wyandotte, A Municipal Corporation

BY: _____
Joseph R. Peterson, Mayor

Lawrence S. Stec, City Clerk

Dated: _____



- 214 Antoine - LOT 2 ANTOINE LABADIE'S SUB T3S R11E L31 P11 WCR - 50'x115 Sally Reichow
- 222 Antoine - LOT 3 ANTOINE LABADIE'S SUB T3S R11E L31 P11 WCR - 37.90' x 115
- 230 Antoine - LOT 4 ANTOINE LABADIE'S SUB T3S R11E L31 P11 WCR 30' x 115

POLICY FOR THE SALE OF NON-BUILDABLE LOTS

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

September 11, 2012.

JOSEPH R. PETERSON
MAYOR
RESOLUTION

Marjorie Griggs
2442-9th Street
Wyandotte, Michigan 48192

By Councilman Leonard Sabuda
Supported by Councilman Todd M. Browning

RESOLVED by the City Council that the communication from Marjorie Griggs, 2442-9th Street, Wyandotte relative to the purchase of adjacent property is hereby received and placed on file. AND BE IT FURTHER RESOLVED that the City Engineer's office is directed to offer for sale all non-buildable lots at the cost of \$50.00 per front foot and to permit the purchase to be made by deferred payment. This resolution applies to any pending sales that have not yet closed.

YEAS: Councilmembers Browning DeSana Fricke Galeski Sabuda Stec
NAYS: None

RESOLUTION DECLARED ADOPTED

I, William R. Griggs, City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on September 10, 2012.

William R. Griggs
William R. Griggs
City Clerk

CC: City Engineer, City Assessor

Presentation of Petition



ALLEY VACATION/CLOSING Instructions and Petition

1. Circulate petition to all property owners abutting the alley
2. Every property owner having a garage which opens onto the alley must complete a written consent form to vacate or close the alley. If there are joint property owners (e.g. husband & wife, etc.), BOTH/ALL property owners must file separate written consent forms.
 - a. This consent must contain the property owner's signatures, the address of the property, the current date, and the signature and printed names of two witnesses
3. Return the petition and all written consent forms, if any, to the Engineering Department at 3200 Biddle Avenue, 2nd floor.
4. The alley will be inspected by appropriate internal departments and a recommendation to approve or deny from the Engineering Department will be submitted to Mayor and City Council for approval or denial.
5. Engineering will submit recommendation to Mayor and Council:
 - a. If approved by Engineering Department, a public hearing will be set (usually 14 days following the recommendation)
 - b. If denied by Engineering Department, a resolution denying vacation/closing will be submitted to Mayor and Council.
6. The determination to vacate/close the alley will be decided by Mayor and Council.
7. The circulator of the petition will be notified of the action taken by the Mayor and Council by the City Clerk's office.
8. Please direct any inquiries or question you may have to the Engineering Department at 734.324.4550.



Petition to VACATE an Alley

Date: 5/12/16

Action petitioned for: Dear Mayor and City Council Members:
 We, the undersigned citizens, owners of the property abutting the alley located at
4088 7TH STREET
 do respectfully petition your Honorable Body to vacate said alley and convert same into public easement.
 Further, the undersigned, representing ownership of property abutting said alley, hereby agree that all existing utilities in said alley are to remain in their present location and that if at any time in the future a request is made to remove or relocate any existing poles, manholes, or other utilities in the easement, the property owners making such request and upon whose property the poles, manholes, or other utilities are located, will pay all costs incidental to such removal or relocation, unless such charges are waived by the utility owners.
 We do further agree that no buildings or structures of any nature whatsoever (except necessary fence lines) shall be built upon the easement or any part thereof, so that said easement shall be forever accessible for maintenance of utilities.

Printed Name	Signature	Address	Date
CHAD A. TARWACHI		4088 7 TH	5/12/14
CHAD A. TARWACHI		4080 7 TH	5/12/14
CHAD A. TARWACHI		4072 7 TH	5/12/16
CHAD A. TARWACHI		4064 7 TH	5/12/14
CHAD A. TARWACHI		4056 7 TH	5/12/14
CHAD A. TARWACHI		4048 7 TH	5/12/16

WARNING: Any circulator knowingly making a false statement in the above certificate or any person not a circulator that signs as such or any person who signs a name other than his own as circulator is guilty of a misdemeanor.
 I, the undersigned circulator of the above petition, assert that I am qualified to circulate this petition, that each signature on the petition was signed in my presence, and that to the best of my knowledge and belief, each signature is the genuine signature of the person purporting to sign said petition.

Circulator:	CHAD A. TARWACHI	Phone:	313 790 4329
Address:	4088 TH STREET	Date:	5/12/16



CONSENT TO VACATE OR CLOSE AN ALLEY

We, the undersigned, being all the owners of the real property in the City of Wyandotte, commonly known as

Alley in area of Hillsdale between 7th + 8th St

Street address

do hereby consent to the (circle one) Vacation Closing of the alley of our property.

Dated: 5/12/16

Signed: [Signature]
Owner

In the presence of: [Signature]
Witness

Owner

Witness

RESOLUTION

DATE: May 16, 2016

RESOLUTION by Councilperson _____

BE IT RESOLVED that the alley vacation petition submitted by Chad Tarwacki requesting that the alley behind the property located at 4088 7th Street be referred to the City Engineer.

BE IT FURTHER RESOLVED that the Alley Vacation/Closing Instructions and Petition Procedure packet has been reviewed and approved by Council and will be implemented immediately for all future alley vacation and closing petitions.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

YEAS

COUNCIL

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

NAYS

HEARING

PUBLIC HEARING

SAD #939

SPECIAL ASSESSMENT ROLL
SEWER TAP REPAIR ON 22ND STREET
BETWEEN OAK AND EUREKA

PUBLIC HEARING

SAD # 941

SPECIAL ASSESSMENT ROLL
2015 CONCRETE SIDEWALK PROGRAM
AREA BETWEEN OAK ST AND GROVE &
BETWEEN 15TH STREET AND FORT STREET

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # Hearing #1

ITEM: Special Assessment District #939

PRESENTER: Tom Woodruff, City Assessor

INDIVIDUALS IN ATTENDANCE: N/A

BACKGROUND: On March 16, 2015, the City Council held a public hearing and passed a Resolution creating Special Assessment District #939 to pay for the cost of reconstruction of sewer tap and riser of private sewer lines on 22nd Street in a public right-of-way whereby the improvement expense will be assessed against benefiting properties. The Engineering Department has completed the work and the cost for same is ready to be assessed against the properties.

STRATEGIC PLAN/GOALS: The City is committed to maintaining and developing excellent Neighborhoods and the Downtown.

ACTION REQUESTED: Approve said charges to be placed as a special assessment against properties.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Cost of the work shall be paid by the property owners within 10 years beginning July 1, 2016.

COMMISSION RECOMMENDATION: N/A

S. Dysdal

CITY ADMINISTRATOR'S RECOMMENDATION: Concur with recommendation.

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION: Concur with recommendation.

J.P.

LIST OF ATTACHMENTS: Special Assessment Roll District #939

RESOLUTION

DATE: May 16, 2016

RESOLUTION by Councilperson _____

WHEREAS the time having arrived for the hearing before this Council and the City Assessor on the Special Assessment District #939 for the purpose of defraying that part of the cost which Council decided should be paid and borne by a special assessment for 22nd Street Sewer Tap Repair (South of Oak Street under the eastern portion of 22nd Street pavement) within the city of Wyandotte, County of Wayne, State of Michigan and said roll having been duly presented to this Council by the City Assessor; AND

WHEREAS after such hearing this council is of the opinion that said roll should be approved and confirmed; NOW

THEREFORE BE IT RESOLVED that special assessment roll #939 as filed by the City Assessor with the City Clerk be hereby approved and confirmed that this Council does hereby estimate that the period of usefulness of said improvements is not less than ten (10) years and that the assessments shown on said roll be divided into 10 annual installments, payable by the first day of June each year from 2016 to 2025, and that the City Clerk transmit said roll to the City Treasurer with his warrant for collection accordingly, and that the installments of each special assessment roll shall bear interest at the rate of six percent (6%) per annum commencing July 1, 2016, said interest to be paid annually on the due dates of the principal installments of said special assessment roll.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

YEAS

COUNCIL

NAYS

Fricke
Galeski
Miciura
Sabuda
Schultz
VanBoxell

OFFICIALS

Thomas R. Woodruff
CITY ASSESSOR

Lawrence S. Stec
CITY CLERK

Todd M. Browning
CITY TREASURER



MAYOR
Joseph R. Peterson

COUNCIL
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Ted Miciura, Jr.
Leonard T. Sabuda
Donald C. Schultz
Kevin Van Boxell

May 16, 2016

Honorable Mayor Joseph R. Peterson
and City Council Members
3200 Biddle Avenue
Wyandotte, MI 48192

RE: SAD # 939
Sewer Tap and Riser Repairs on 22nd Street

Dear Mayor Peterson and City Council Members:

I hereby certify and report that the attached is the Special Assessment roll, and the assessment made by me pursuant to a resolution of the City Council adopted on March 16, 2015 for the purpose of paying that part of the cost which the Council decided should be paid and borne by special assessment for the sewer tap and riser repairs on 22nd Street in the City of Wyandotte, to wit:

SPECIAL ASSESSMENT #939
\$36,000.00

In making such assessment, I have, as near as may be and according to my best judgment, conformed to the directions contained in the resolution of the City Council herein before referred to and the Charter of the City relating to such assessments. Each assessment levied should be paid in full if the property transfers in any matter.

Sincerely,

Thomas R. Woodruff
City Assessor

TRW:db
cc: Mark A. Kowalewski, City Engineer
Department of Legal Affairs

Parcel Balances for City of Wyandotte
 Population: Special Assessment District (939)
 Spec. Population: All Active Parcels
 All Payments Included
 Negative Balances Included on this Report
 Current Installment Year: 2016

Parcel No. Owner	Assessment Code/Name	Assessment Amount	Cur	Install	Tot Prin Pd Cur Prin Pd	Tot Intrst Pd Cur Intrst Pd	Tot Adm Pd Cur Adm Pd	Tot Pen Pd Cur Pen Pd	Tot Addtl Penlty Pd Cur Addtl Penlty Pd	Tot Cert Pd Cur Cert Pd	Tot Balance Cur Balance
57 017 05 0406 000 RUIZ, MICHAEL	939 Sewer/22nd Street	5,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00 0.00
57 017 05 0347 003 WOROSZ, JOSEPH	939 Sewer/22nd Street	5,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00 0.00
57 017 05 0347 001 FISHER, ROBERT A	939 Sewer/22nd Street	5,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00 0.00
57 017 05 0382 000 BAIRD, LINDA/BRIAN	939 Sewer/22nd Street	5,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00 0.00
57 017 11 0024 000 KLOP, ANTHONY	939 Sewer/22nd Street	5,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00 0.00
57 017 05 0360 001 NOLEN, JEFFREY R	939 Sewer/22nd Street	5,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	5,000.00 0.00
57 017 05 0339 301 OAK STREET ASSOCIATES	939 Sewer/22nd Street	6,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	6,000.00 0.00
Totals For 939 Sewer/22nd Street Unit 57	Parcels: 7	36,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	36,000.00 0.00
Gr. Totals....	7	36,000.00		0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	36,000.00 0.00

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 16, 2016

AGENDA ITEM # **Hearing #2**

ITEM: Special Assessment District #941

PRESENTER: Tom Woodruff, City Assessor

INDIVIDUALS IN ATTENDANCE: N/A

BACKGROUND: In accordance with Chapter XIV – Subdivision No. 2, Paragraph 222, Section 14 of the City Charter, sidewalk repairs have been made to public walks within the City and the cost of said repairs should be charged against the abutting properties. The area of this work was 15th Street to Fort Street from Oak Street to Grove Avenue.

STRATEGIC PLAN/GOALS: The City is committed to maintaining and developing excellent Neighborhoods and the Downtown.

ACTION REQUESTED: Approve said charges to be placed as a special assessment against properties.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Cost of the work shall be paid by the property owners within 5 years beginning July 1, 2016.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: Concur with recommendation. 

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION: Concur with recommendation. 

LIST OF ATTACHMENTS: Special Assessment Roll District #941

RESOLUTION

DATE: May 16, 2016

RESOLUTION by Councilperson _____

WHEREAS the time having arrived for the hearing before this Council and the City Assessor on the Special Assessment District #941 for the purpose of defraying that part of the cost which Council decided should be paid and borne by a special assessment for 2015 Sidewalk Program (public walks between Oak Street and Grove Street between 15th Street and Fort Street) within the city of Wyandotte, County of Wayne, State of Michigan and said roll having been duly presented to this Council by the City Assessor; AND

WHEREAS after such hearing this council is of the opinion that said roll should be approved and confirmed; NOW

THEREFORE BE IT RESOLVED that Special Assessment roll #941 as filed by the City Assessor with the City Clerk be hereby approved and confirmed that this Council does hereby estimate that the period of usefulness of said improvements is not less than five (5) years and that the assessments shown on said roll be divided into 5 annual installments, payable by the first day of June each year from 2016 to 2020 and that the City Clerk transmit said roll to the City Treasurer with his warrant for collection accordingly, and that the installments of each special assessment roll shall bear interest at the rate of six percent (6%) per annum commencing July 1, 2016, said interest to be paid annually on the due dates of the principal installments of said special assessment roll.

I Move the adoption of the foregoing resolution.

MOTION by Councilperson _____

SUPPORTED by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

OFFICIALS

Thomas R. Woodruff
CITY ASSESSOR

Lawrence S. Stec
CITY CLERK

Todd M. Browning
CITY TREASURER



MAYOR
Joseph R. Peterson

COUNCIL
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Ted Miciura, Jr.
Leonard T. Sabuda
Donald C. Schultz
Kevin Van Boxell

May 16, 2016

Honorable Mayor Joseph R. Peterson
and City Council Members
3200 Biddle Avenue
Wyandotte, MI 48192

RE: SAD # 941
2015 Sidewalk Program

Dear Mayor Peterson and City Council Members:

I hereby certify and report that the attached is the Special Assessment roll, and the assessment made by me pursuant to a resolution of the City Council adopted on April 18, 2016, for the purpose of paying that part of the cost which the Council decided should be paid and borne by special assessment for the 2015 Sidewalk Program in the City of Wyandotte, to wit:

SPECIAL ASSESSMENT #941
\$288,942.14

In making such assessment, I have, as near as may be and according to my best judgment, conformed to the directions contained in the resolution of the City Council herein before referred to and the Charter of the City relating to such assessments. Each assessment levied should be paid in full if the property transfers in any matter.

Sincerely,

Thomas R. Woodruff
City Assessor

TRW:db

cc: Mark A. Kowalewski, City Engineer
Department of Legal Affairs

Following objection received by Peter Hafler
Issues Resolved by City Engineer prior to date of
hearing.

Beth Lekity

From: Mayor [mayor@wyan.org]
Sent: Friday, May 13, 2016 9:58 AM
To: 'Beth Lekity'
Subject: FW: 3551 16th SAD for 2015

From: Mark Kowalewski [mailto:mkowalewski@wyandotte.net]
Sent: Monday, May 09, 2016 9:36 AM
To: Joe Peterson; Todd Browning; Tom Woodruff; 'Lawrence Stec'
Cc: 'Greg Meyring'
Subject: RE: 3551 16th SAD for 2015

Mayor, Todd, Larry & Tom,

You recently were sent a communication from Mr. Hafler. Mr. Hafler was correct and the appropriate corrections have been made to his sidewalk assessment.

Mark A. Kowalewski, PE
City Engineer
City of Wyandotte
3200 Biddle, suite 200
Wyandotte, MI 48192
1-734-324-4554

From: Greg Meyring [mailto:gmeyring@wyan.org]
Sent: Friday, May 06, 2016 9:26 AM
To: mkowalewski@wyandotte.net
Subject: 3551 16th SAD for 2015

Mark,

As we discussed Mr. Hafler is correct that a mistake was made in his assessment value.

The correct amount will be reflected in the bill that is scheduled to be mailed with the rest of the bills in June.

Also, I have already talked to Mr. Hafler and he understands that there was a mistake and understands that his bill will reflect the proper charge of \$149.14.

Greg Meyring
City of Wyandotte
(734) 324 -4557 Direct
(734) 324 - 4535 Fax

MAYOR

Joseph R. Peterson

&

Officials for the City of Wyandotte

Lawrence R. Stec, City Clerk

Todd M. Browning, City Treasurer

Thomas R. Woodruff, City Assessor

Mark A Kowalewski, City Engineer

Greg Meyring, Civil engineer/Building Inspector/Assistant City Engineer

Address of Property and Parcel Number

3551 16th ST. --57 018 01 0204 000

I am in total protest and dismay of the attached Special Assessment District No.941 -2015 Sidewalk Program in the Amount of: \$270.16!

Mark Kowalewski and Greg Meyring were aware that the Contactor removed a sidewalk slap, which should not have been removed, and explained to me that the contractor would be charged for that removal "Not Me", now I get a notice for payment of \$260.16 and in fact it should only be in the amount of \$149.14, **see provided paper work**. In fact the City should be paying me, because of the **illegal chargers for a FOIA request, along with breaking into said property and stealing and removal of a number of Items!**

I can be contacted by Phone and Email at:

Home 734-461-6038

Cell 734 -780-1436

Work 734-461-6117 Ext.203

Email petehafler@yahoo.com

Addresses

9175 Oak Rd.

Willis, Mi. 48191

&

3551 16th St.

Wyandotte, Mi. 48192

Please provide the corrected Assessment in the amount of \$149.14
ASAP or at lease before May 16, 2016!

MAYOR

Joseph R Peter

I think it's time to have another meeting, please contact me.

Thank You all for the attention

Peter J Hafler

Date



May 2, 2016

OFFICIALS

Lawrence S. Stec
CITY CLERK

Todd M. Browning
CITY TREASURER

Thomas R. Woodruff
CITY ASSESSOR



MAYOR

Joseph R. Peterson

COUNCIL

Sheri Sutherby Fricke
Daniel E. Galeski
Ted Miciura Jr.
Leonard T. Sabuda
Donald C. Schultz
Kevin VanBoxell

HAFLER, PETER J
9175 OAK ROAD
WILLIS MI 48191

RE: Special Assessment District No. 941 - 2015 Sidewalk Program
Parcel Number 57 018 01 0204 000

To the residents and property owners of the City of Wyandotte, Wayne County, Michigan, the owners of land within the Special Assessment District No. 941 , more particular described as 3551 16TH

PLEASE TAKE NOTICE that the City Engineer and City Assessor of the City has reported to the City Council and filed in the office of the City Clerk for public examination a special assessment roll prepared by him covering all properties within the Special Assessment District No. 941 benefited by the proposed alley paving project. Said assessment roll has been prepared for the purpose of assessing a portion of the costs of the construction of said alley paving and work incidental thereto within the aforesaid special assessment district as more particularly shown on the plans of the City Engineer on file with the City Clerk at 3200 Biddle Avenue, Wyandotte, Michigan within the City, which assessment is in the total amount of:

\$270.16

PLEASE TAKE FURTHER NOTICE that the assessing officer has further reported that the assessment against each parcel of land within said district is such that the benefit to such parcels bears the total benefit to all parcels of land in said district.

PLEASE TAKE FURTHER NOTICE that the City Council will meet at the City Hall, 3200 Biddle Avenue, Wyandotte, Michigan on Monday, May 16, 2016 at 7:00 pm for the purpose of reviewing said special assessment roll and hearing any objections thereto. Said roll may be examined at the office of the City Clerk during regular business hours of regular business days until the time of said hearing and may further be examined at said hearing. Appearance and protest at the hearing held to confirm the special assessment roll is required in order to appeal the amount of the special assessment to the State Tax Tribunal.

An owner, party of interest, or his or her agent may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her protest by letter and his or her personal appearance shall not be required (the owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the state tax tribunal within 30 days after the confirmation of the special assessment roll). If you have any questions in regards to the above mentioned special assessment, please call the City Engineers office at 734-324-4557.

Lawrence S. Stec
City Clerk
3200 Biddle Avenue
Wyandotte, MI 48192



Equal Housing Opportunity/Equal Opportunity Employer



3200 Biddle Avenue, Wyandotte, Michigan 48192*734-324-4570*Fax 734-324-4519*www.wyandotte.net

7/10 sq ft to Remove concrete

OFFICIALS

William R. Griggs
CITY CLERK

Todd Browning
CITY TREASURER

Thomas Woodruff
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Sheri Sutherby Fricke
Daniel Galeski
Ted Miciura Jr
Leonard Sabuda
Don Schultz
Lawrence Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

DATE: 5/7, 2015

Dear Property Owner

Subject: Sidewalk Repair

This letter is to advise you that a portion of the sidewalk abutting your property is in an unsafe or deteriorated condition. If you correct this situation within (30) thirty days from the date of this letter by obtaining a permit and completing the work we will remove your property from the list of those needing repairs. **Note: All "work" on City property which includes walks, approaches, and curb cuts require a permit which can be obtained at the Engineering Department in City Hall.**

Should you choose **NOT** to obtain a permit and complete the work within the allotted thirty (30) day of this notification; the City of Wyandotte will replace the sidewalk. You will be assessed for the work at the contractors invoiced price, plus ten percent (10%) to cover clerical, engineering and inspection costs. The total cost will be assessed and an invoice will be mailed to the property owner. After receiving the assessment invoice, you may pay the full amount or make payments over a five (5) year period at 6% interest.

If there is an orange X then the City will be Removing and Replacing the slabs which total **approximately \$110.00 per sidewalk slab (5' x 5' - 4" thick).**

If you have any questions you may contact the undersigned at (734) 324 - 4557 or via email at gmeyring@wyan.org.

Sincerely,

Greg Meyring
Engineering and Building Department

SEE BACK FOR SIDEWALK CRITERIA

**City of Wyandotte
Michigan
1854**

Greg Meyring
Civil Engineer / Building Inspector
3200 Biddle Avenue, Suite 200
Wyandotte, MI 48192
(734) 324-4551
(734) 324-4557 (Direct Line)
(734) 324-4535 (Fax)
gmeyring@wyan.org



MAYOR
Joseph R. Peterson

COUNCIL
Sheri Sutherby Fricke
Daniel Galeski
Ted Miciura Jr
Leonard Sabuda
Don Schultz
Lawrence Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER



DATE: May 26, 2015
TO: City of Wyandotte, Engineering Department

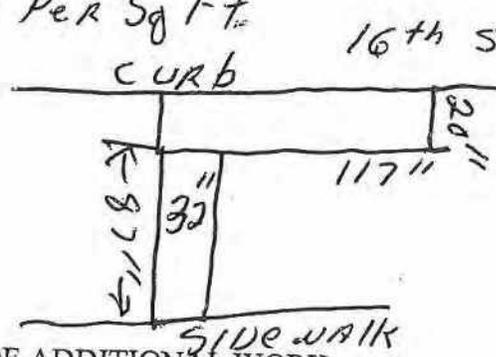
FROM: Pete Hafler / Estate of Louis Hafler
ADDRESS: 3551-16th Wyandotte Mich 48192

SUBJECT: **Additional Concrete Work Done**

I agree that the following concrete ^{Removal} work will be completed as part of the Special Assessment work being conducted by the City of Wyandotte. This work will added to the Special Assessment cost being levied on my property.

ADDITIONAL WORK TO BE DONE:

Remove service walk Between sidewalk and curb
at \$1.10 Per Sq Ft.



(TOTAL Sq Ft)
35,583-
at
\$1.10 Per sq to Remove
Total cost \$39.14

ESTIMATED COST OF ADDITIONAL WORK:

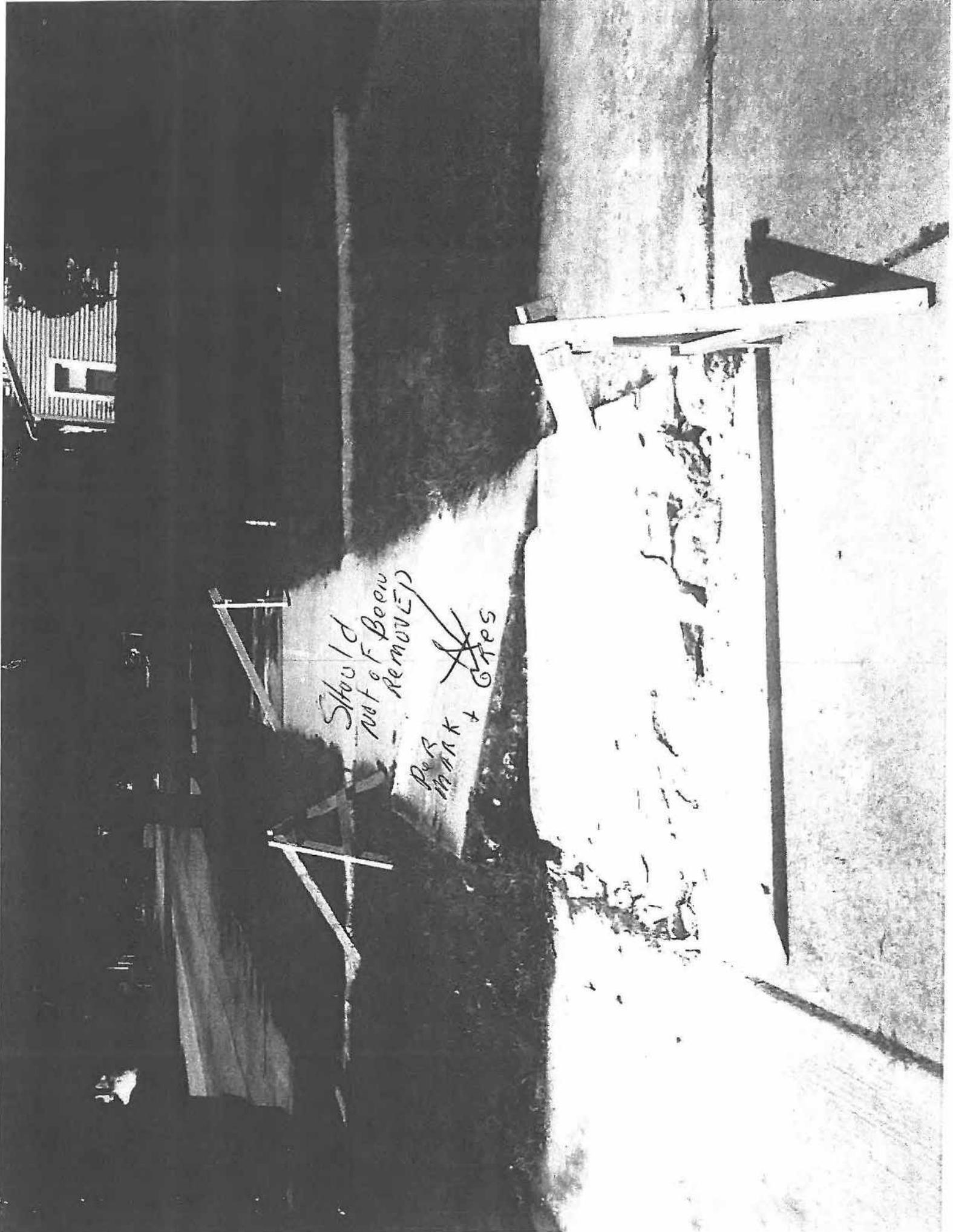
**DO NOT PAY THE CONTRACTOR DIRECTLY FOR ANY WORK
ON CITY RIGHT OF WAY**

SIGNED: Pete Hafler - 9175 Oak Rd. Willis M. 48191

Should Not Have
Been Removed Per
Mark + GRS

Should
not of been
removed

POB
mark +
~~ATES~~



Should not
have been
removed
Per Mark + GRS

Reports & Minutes

1

May 2, 2016

CITY OF WYANDOTTE REGULAR CITY COUNCIL MEETING

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, May 2, 2016, and was called to order at 7:00pm with Honorable Mayor Joseph R. Peterson presiding.

The meeting began with the Pledge of Allegiance, followed by roll call.

Present: Councilpersons Fricke, Galeski, Miciura, Sabuda, Schultz, and VanBoxell

Absent: Thomas Woodruff, City Assessor

Also Present: Todd Browning, City Treasurer; William Look, City Attorney; Mark Kowalewski, City Engineer; and Lawrence Stec, City Clerk

PRESENTATIONS

- Wyandotte Community Alliance, 313 Superior Sale – Corki Benson

UNFINISHED BUSINESS

None

COMMUNICATIONS MISCELLANEOUS

AGENDA ITEM #1 (2016-189)

Communication from VFW Post 1136 Commander, Clifford Harris, requesting permission to conduct poppy fundraiser on May 5-7, 2016.

AGENDA ITEM #2 (2016-190)

Communication from USMC Women's Auxiliary representative, Dina Notti, requesting permission to use the city-owned vacant lot on Eureka and 14th St. for a private event.

AGENDA ITEM #3 (2016-191)

Communication from owner of Kelly Koin, Kelly Nelson, requesting Mayor and Council to reduce or eliminate amusement device fees and distributor license fees by way of ordinance amendment.

PERSONS IN THE AUDIENCE

- Curt Hunter, Wyandotte Stars, promoting beer and wine tasting fundraiser on May 14 and home opener on Saturday, May 7, 2016.

NEW BUSINESS (ELECTED OFFICIALS)

- Mayor Peterson - dog park dedication will be on 5/4/16 at 4PM with rain date of 5/11/16.
- Councilperson Sabuda – Questions regarding dog park rules and regulations and eligibility.
 - Rose Darin spoke regarding the need for specific vaccinations.
- Hold McKinley School purchase agreement in abeyance for an additional week until 5/16/16.

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

AGENDA ITEM #4 (2016-192)

Communication from Mayor, Joseph R. Peterson, regarding the reappointment of Leslie Lupo to the Municipal Service Commission.

AGENDA ITEM #5 (2016-193)

Communication from Mayor, Joseph R. Peterson, regarding the reappointment of Alice Ugljesa to the Beautification Commission.

AGENDA ITEM #6 (2016-194)

Communication from City Clerk, Lawrence S. Stec, recommending a move of both polling locations for Precincts 8 and 9 to the PRCUA Hall at 1430 Oak St.

AGENDA ITEM #7 (2016-195)

Communication from City Clerk, Lawrence S. Stec, regarding election law changes to the February Primary and Candidate Filing Deadlines.

AGENDA ITEM #8 (2016-196)

Communication from Police Inspector, Brian Zalewski, regarding the hiring of candidates for the Animal Control Officer position.

AGENDA ITEM #9A (2016-197)

Communication from Special Events Coordinator, Heather A. Thiede, requesting approval of the contract allowing the Goodfellows/Old-Time Ballplayers to manage the Chase Bank/City Hall parking lot during the 2016 Wyandotte Street Art Fair.

AGENDA ITEM #9B (2016-198)

Communication from Special Events Coordinator, Heather A. Thiede, requesting approval of the contract with Second Step Advertising to produce the 2016-2018 Wyandotte Street Art Fair Official T-Shirts.

AGENDA ITEM #9C (2016-199)

Communication from Special Events Coordinator, Heather A. Thiede, requesting approval the contract with Moss Communications to provide radios and tents for the 2016 Wyandotte Street Art Fair.

AGENDA ITEM #9D (2016-200)

Communication from Special Events Coordinator, Heather A. Thiede, requesting approval of the contract with Embarco to provide production services (stage/light/sound) in conjunction with the 2016 Wyandotte Street Art Fair.

AGENDA ITEM #10 (2016-201)

Communication from Interim Museum Director, Sarah Jordan, requesting support in the designation of Biddle Avenue as a Pure Michigan Byway.

AGENDA ITEM #11 (2016-202)

Communication from City Engineer, Mark A. Kowalewski, regarding the receipt and filing of the digital sign request from Chelsea Group LLC.

AGENDA ITEM #12 (2016-203)

Communication from City Engineer, Mark A. Kowalewski, regarding the Renewal of License Agreement with Blue Water Explorations, Ltd., DBA Diamond Jack's River Tours.

AGENDA ITEM #13 (2016-204)

Communication from City Engineer, Mark A. Kowalewski, requesting approval of the Adopt-A-Lot request from Mr. Timothy Stott to use the city-owned lot known as former 3024 4th St.

AGENDA ITEM #14 (2016-205)

Communication from City Engineer, Mark A. Kowalewski, requesting approval of the NEZ application for former 425 Cherry St., now known as 427 Cherry St.

AGENDA ITEM #15 (2016-206)

Communication from City Engineer, Mark A. Kowalewski, regarding the sale of city-owned property at former 425 Cherry.

AGENDA ITEM #16 (2016-207)

Communication from City Engineer, Mark A. Kowalewski, regarding the sale of city-owned property at former 1405 22nd St. to the Wyandotte Community Alliance.

AGENDA ITEM #17 (2016-208)

Communication from City Engineer, Mark A. Kowalewski, requesting approval of the purchase agreement for the city to acquire property at the former 767 Pine.

AGENDA ITEM #18 (2016-209)

Communication from City Engineer, Mark A. Kowalewski, requesting approval of the Antenna Site License Agreement Amendment with New Cingular Wireless PCS, LLC at 365 Hudson.

REPORTS & MINUTES

City Council	April 25, 2016
Daily Cash Receipts	April 28, 2016
Beautification Commission	April 13, 2016

CITIZENS PARTICIPATION

- Chris Calvin, 466 Sycamore, complimenting council conduct.
- Tom Kaul, 3115 Van Alstyne, regarding Item #7
- Pete Gazdowicz, 452 Oak St., regarding the post office

RECESS**RECONVENE**

Present: Councilpersons Fricke, Galeski, Miciura, Sabuda, Schultz, and VanBoxell, and Mayor Joseph R. Peterson

Absent: Thomas Woodruff, City Assessor

Also Present: Todd Browning, City Treasurer; William Look, City Attorney; Mark Kowalewski, City Engineer; and Lawrence Stec, City Clerk

RESOLUTIONS**2016-188 MINUTES**

By Councilperson Sabuda, supported by Councilperson Fricke

RESOLVED that the minutes of the meeting held under the date of April 25, 2016, be approved as recorded, without objection.

Motion unanimously carried.

2016-189 VFW POPPY SALE REQUEST

By Councilperson Sabuda, supported by Councilperson Fricke

WHEREAS Commander Cliff Harris has requested on behalf of VFW Post 1136 for permission to hold their annual poppy sale on May 5-7, 2016, to raise funds to continue their work of providing for needy veterans in the City of Wyandotte and State of Michigan.

BE IT RESOLVED that the city permits the VFW Post 1136 to conduct their annual poppy sale from May 5-7, 2016, provided a hold harmless is executed as prepared by the Department of Legal Affairs.

Motion unanimously carried.

2016-190 USMC PROPERTY REQUEST

By Councilperson Sabuda, supported by Councilperson Fricke

WHEREAS Dina Notti of the Marine Corps Women's Auxiliary, 1323 Eureka, has requested to use the city-owned vacant lot located at the corner of Eureka Road and 14th Street on Saturday, June 18th, 2016, from 10am-6pm for the purpose of a private event.

BE IT RESOLVED that Council grants permission for the use of the above-mentioned lot, provided a Hold Harmless Agreement is executed as prepared by the Department of Legal Affairs.

Motion unanimously carried.

2016-191 AMUSEMENT DEVICE FEE ORDINANCE REVIEW

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that the communication received from Kelly Nelson of Kelly Koin relative to the reduction of distributor license and amusement device fees shall be referred to the City Clerk and City Administrator for report back in 1 week (5/9/2016).

Motion unanimously carried.

2016-192 MUNICIPAL SERVICE COMMISSION REAPPOINTMENT - LUPO

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED, that the City Council hereby CONCURS in Mayor Joseph Peterson's recommendation to re-appointment Leslie Lupo of 439 Cedar, Wyandotte, MI 48192 to the Municipal Service Commission. Term to expire April 2021.

Motion unanimously carried.

2016-193 BEAUTIFICATION COMMISSION REAPPOINTMENT - UGLJESA

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED, that the City Council hereby CONCURS in Mayor Joseph Peterson's recommendation to re-appointment Alice Ugljesa of 2278 21st St., Wyandotte, MI 48192 to the Beautification Commission. Term to expire April 2019.

Motion unanimously carried.

2016-194 PRECINCTS 8 & 9 POLLING LOCATION CHANGE

By Councilperson Sabuda, supported by Councilperson Fricke

WHEREAS the City Clerk's office is recommending that the polling locations of Precincts 8 and 9 be permanently moved in order to assist WPS in the efforts to keep our schools safe and secure and provide polling locations to our citizens that are well-equipped in an effort to increase voter turnout.

WHEREAS, in accordance with Michigan Election Law, a notice to voters of a permanent polling location change in the form of an updated Voter Identification Card is required.

BE IT RESOLVED that the Council concurs with the request from the City Clerk to establish a permanent polling location for Precincts 8 and 9 at the PRCUA Hall located at 1430 Oak St. with

a corresponding budget amendment to account #101-840-825-490 (Contractual Services, Election Commission) in the amount of \$250 for each election held at the location; AND BE IT FURTHER RESOLVED that the Council approves a budget amendment to account number #101-840-825-350 (Printing, Election Commission) for the notification of said change via a new Voter Identification Card printed and mailed by the services of Printing Systems, Inc. in the amount of \$1350.

Motion unanimously carried.

2016-195 ELECTION LAW CHANGES TO FEBRUARY PRIMARY

By Councilperson Sabuda, supported by Councilperson Fricke

WHEREAS in September 2015, PA100 of 2015 enacted changes to the dates in which elections could be held by eliminating the February election date.

WHEREAS the City of Wyandotte currently holds an election for city officials in May with a primary election in February.

WHEREAS the new state law states that if a city's regular election is held on the May regular election date, the city shall not hold a regular primary election (MCL 168.642) deeming it necessary that we change the city calendar in order to comply with the Michigan Election Law.

WHEREAS a separate state law has been enacted which requires candidates running for city offices to file no less than 15 weeks prior to the election date.

BE IT RESOLVED that the City of Wyandotte hereby acknowledges receipt of the communication from the City Clerk regarding the elimination of February election dates and the candidate filing deadline for city offices; AND

BE IT FURTHER RESOLVED that the Council concurs with the recommendation of the City Clerk to continue to hold the elections for city offices every 4th year in May of the odd-year, thereby eliminating the February primary in accordance with MCL 168.642(2) and recognizes that no further action is necessary by the City of Wyandotte in order to comply with said law. May 2017 would then be the next election.

Motion unanimously carried.

2016-196 WPD HIRING – ANIMAL CONTROL OFFICERS

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council concurs with the determination that vacancies exist for the position of Animal Control Officer and shelter attendant, the Council authorizes the filling of such vacancies; and

BE IT FURTHER RESOLVED that subsequent to interviews conducted by the Police Department, candidate Howard Storey is being offered full-time employment as an Animal Control Officer/Ordinance Officer at level 27B contingent upon his successful completion of physical with drug screen and Diane Desrosiers is being offered a P/T ACO/Shelter Attendant position.

Motion unanimously carried.

2016-197 2016 WSAF CITY HALL PARKING LOT CONTRACT

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council concurs with the recommendation of the Special Event Coordinator to approve the contract between the City of Wyandotte and the Wyandotte Goodfellows and the Old Time Ballplayers for the rental of the City Hall/Chase Bank Parking Lot during the 2016 Wyandotte Street Art Fair from July 13-16, 2016; AND

BE IT FURTHER RESOLVED that the Wyandotte Department of Public Service will provide barricades by 7:30AM on Wednesday, July 13, 2016; AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

2016-198 2016 WSAF OFFICIAL T-SHIRT CONTRACT

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council approves the contract between the City of Wyandotte and Second Step Advertising to produce the 2016 – 2018 Wyandotte Street Art Fair Official T-Shirts: AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

2016-199 2016 WSAF RADIO RENTAL AGREEMENT

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council concurs with the Special Event Coordinator to approve the radio and tent rental to be provided by Moss Communications for the 2016 Wyandotte Street Art Fair, July 13th-16th, 2016, with \$261.95 to be paid from the Wyandotte Street Art Fair account #285.225.925.730.860.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

2016-200 2016 WSAF PRODUCTION SERVICES CONTRACT

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council concurs with the Special Event Coordinator to approve the stage/sound and light rental, entertainment performances to be provided by Embarco for the 2016 Wyandotte Street Art Fair, with \$8,000.00 to be paid from the Wyandotte Street Art Fair account #285.225.925.730.860.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

2016-201 BIDDLE AVENUE – PURE MICHIGAN BYWAY SUPPORT

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council concurs with the Interim Museum Director to support the River Raisin National Battlefield Park Foundation in seeking a Pure Michigan Byway designation for Hull's Road (present-day Biddle Avenue).

Motion unanimously carried.

2016-202 DIGITAL SIGN REQUEST – CHELSEA GROUP LLC

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that the request from Gilbert Rose of Chelsea Group, L.L.C. to install a digital sign at 2944 Biddle Avenue, is hereby held in abeyance to allow the City Engineer, City Planner, and City Attorney to review the city's current sign ordinance in light of the recent U.S. Supreme Court case on signs.

BE IT FURTHER RESOLVED that the above persons submit their recommendations to the Planning Commission for consideration to amend the current sign ordinance if warranted.

Motion unanimously carried.

2016-203 705 DIAMOND JACK'S RIVER TOURS LICENSE RENEWAL

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that the Council concurs with the recommendation of the City Engineer and Superintendent of Recreation, Leisure & Culture regarding the contract extension with Blue Water Explorations, Ltd., D.B.A. Diamond Jack's River Tours; AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute the Renewal of License Agreement.

Motion unanimously carried.

2016-204 ADOPT-A-LOT PROGRAM REQUEST – 3024 4TH STREET

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council concurs with the recommendation of the City Engineer to allow Timothy J. Stott to utilize the city-owned property known as former 3024 4th Street in accordance with the executed Hold Harmless Agreement, AND

BE IT FURTHER RESOLVED that the Building and Engineering Department will inform DPS and the city's grass-cutting contractor that the property is being utilized; AND
 BE IT FURTHER RESOLVED that the City Clerk is to mail a copy of the certified resolution to Mr. Timothy Stott, 3034 4th Street, Wyandotte, MI 48192.
 Motion unanimously carried.

2016-205 NEZ ZONE EXEMPTION – 427 CHERRY

By Councilperson Sabuda, supported by Councilperson Fricke
 WHEREAS per a resolution adopted by the Wyandotte City Council on December 7, 1992, it is the policy of the City of Wyandotte to offer 12-year tax abatements for new single family construction in Neighborhood Enterprise Zones within the City of Wyandotte.
 WHEREAS the former 425 Cherry is within the City of Wyandotte's Neighborhood Enterprise Zone #1 adopted on December 7, 1992.
 NOW THEREFORE BE IT RESOLVED that Council concurs with the recommendation of City Engineer as set forth in his communication of May 2, 2016, that the City of Wyandotte will approve a 12-year Neighborhood Enterprise Zone Exemption Certificate for the proposed redevelopment at former 425 Cherry now known as 427 Cherry, subject to the proper application materials being submitted to the City and the project's compliance with the Neighborhood Enterprise Zone Act, Act 147 of 1992, as amended.
 BE IT FURTHER RESOLVED that the Engineering and Building Department will forward a copy of the certified resolution and completed application to the Michigan Department of Treasury.
 Motion unanimously carried.

2016-206 SALE OF FORMER 425 CHERRY

By Councilperson Sabuda, supported by Councilperson Fricke
 RESOLVED that the communication from the City Engineer and City Assessor regarding the City owned property located at former 425 Cherry is hereby received and placed on file; AND
 BE IT FURTHER RESOLVED that the Council concurs with the recommendation to sell the property known as former 425 Cherry to Jason and Catherine Reedy for the amount of \$10,000.00; AND
 BE IT FURTHER RESOLVED that if the Purchaser, Jason and Catherine Reedy do not undertake development within six (6) months from time of closing and complete construction within one (1) year will results in Seller's right to repurchase property including any improvements for One (\$1.00) Dollar and a condition will be placed on the Deed that will include this contingency; NOW THEREFORE,
 BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Offer to Purchase Real Estate and closing documents for the property known as former 425 Cherry, between Jason and Catherine Reedy and the City of Wyandotte for \$10,000 as presented to Council on May 2, 2016.
 Motion unanimously carried.

2016-207 SALE OF FORMER 1405 22ND STREET TO WCA

By Councilperson Sabuda, supported by Councilperson Fricke
 BE IT RESOLVED that the communication from the City Engineer regarding the property at 1405 22nd Street is hereby received and placed on file; AND
 BE IT FURTHER RESOLVED that Council concurs with the recommendation of the City Engineer to sell the property at 1405 22nd Street to the Wyandotte Community Alliance (WCA) for \$1.00 provided the WCA rehabilitates the home; AND
 BE IT FURTHER RESOLVED that Council authorizes the City Engineer to remove the garage;
 AND

BE IT FURTHER RESOLVED that Council authorizes the Mayor and City Clerk to execute the required sales documents.

Motion unanimously carried.

2016-208 CITY PURCHASE OF 767 PINE

By Councilperson Sabuda, supported by Councilperson Fricke

RESOLVED BY THE CITY COUNCIL that Council concurs with the recommendation of the City Engineer to acquire the property at known as 767 Pine in the amount of \$22,000.00 to be appropriated from TIFA Area Funds; AND

BE IT RESOLVED that the Department of Legal Affairs, William R. Look, is hereby directed to prepare and sign the necessary documents and the Mayor and City Clerk be authorized to execute the Purchase Agreement; AND

BE IT FURTHER RESOLVED that the City Engineer is directed to demolish same upon completion of the Wyandotte Historical Commission inspection of the home as it pertains to the preservation of historical and cultural items for the City of Wyandotte; AND

BE IT RESOLVED that William R. Look, City Attorney is authorized to execute closing documents for the purchase of said property on behalf of the Mayor and City Clerk.

Motion unanimously carried.

2016-209 ANTENNA SITE LICENSE AGREEMENT – CINGULAR

By Councilperson Sabuda, supported by Councilperson Fricke

BE IT RESOLVED that Council approves the Antenna Site License Agreement Amendment for the communication tower at 365 Hudson with New Cingular Wireless PCS, LLC (AT & T); AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute said Amendment.

Motion unanimously carried.

2016-210 ADJOURNMENT

By Councilperson Sabuda, supported by Councilperson Fricke

RESOLVED, that this regular meeting of the Wyandotte City Council be adjourned at 8:32 p.m.

Motion unanimously carried.



Lawrence S. Stec, City Clerk

CITY OF WYANDOTTE
SPECIAL CITY COUNCIL MEETING

A Special Session of the Wyandotte City Council was held in Council Chambers, on Thursday, May 5, 2016, and was called to order at 11:05am with Honorable Mayor Joseph R. Peterson presiding.

The meeting began with the Pledge of Allegiance, followed by roll call.

Present: Councilpersons Fricke, Galeski, Sabuda, and Schultz

Absent: Councilpersons Miciura and VanBoxell, Todd Browning, City Treasurer

Also Present: Thomas Woodruff, City Assessor; William Look, City Attorney; Mark Kowalewski, City Engineer; and Beth Lekity, Deputy City Clerk

NEW BUSINESS

1. DISCUSSION - Sale of Former McKinley School at 640 Plum - Purchase Agreement

- Resolution of April 25, 2016 meeting read into record by Mark Kowalewski at the request of Councilperson Fricke:

2016-186 MCKINLEY PROJECT – ALTERNATE RESOLUTION

By Councilperson Schultz, supported by Councilperson Sabuda

BE IT RESOLVED that the proposal of Coachlight Properties, LLC for the purchase of 640 Plum be held in abeyance for 2 weeks (5/9/2016) to allow any members of the City Council to meet with the City Engineer, City Attorney, and Joe DiSanto to address the concerns with the offer to purchase that was presented at the April 25, 2016 City Council meeting.

Motion carried.

YEAS: Councilpersons Fricke, Sabuda, Schultz, VanBoxell & Mayor Peterson

NAYS: Councilperson Miciura

ABSENT: Councilperson Galeski

- Councilperson Schultz – spoke in support of the contract, stating confidence in the city employees that have worked on this project to date.
- Councilperson Galeski – spoke regarding concerns about sale price of \$1, tax abatement status, and \$100K investment in the park.
- City Engineer, Mark Kowalewski – addressed questions and concerns and explained the State Historic Preservation Office’s (SHPO) interest in the location as a historical site.
- Mayor Peterson – spoke in support of the success of the lot sale marketing plan and addressed concerns and questions brought before Council.
- Councilperson Sabuda – stated confidence in the city employees who worked on the project to date and interest in hearing answers to original questions asked by Councilperson Fricke regarding the purchase agreement at the April 25, 2016 meeting.
- Councilperson Fricke – Read excerpts from 2010 appraisal supplied by City Engineer regarding the term of the appraisal and appraiser recommendation to demolish building, asked questions of City Attorney regarding deed restrictions and Older Persons Act, and inquired about status/submission of proof of financial abilities of purchaser to complete and fund the project in full.

- City Attorney, Bill Look – reviewed sections of the Letter of Intent
- Councilperson Sabuda – stated request to hold a public hearing on the topic

PUBLIC COMMENT

John Darin, 851 Orchard, spoke in support of the project and urged Council to make a decision based on a current appraisal of the property, in addition to stating a need for the park as a benefit to the community.

Councilperson Fricke asked the City Engineer if the infrastructure in the area would need modernization/updating to accommodate the increase in units/residents. Mark Kowalewski said the infrastructure was capable handling the increase in utility usage.

Rose Darin, 851 Orchard, spoke in support of the project and the city lot sale marketing plan and urged Council to make a decision, in addition to stating the need to keep the green space/park in the area.

Carly Ptak, 3934 7th, spoke in support of the project and addressed the need for the park to stay in the area and be updated as part of this agreement.

Renee Tarnowski, 2312 1st, requested the Council to constantly be aware and in consideration of transparency and voiced concerns about whether the market study provided by the purchaser proved a demand for 55+ senior housing developments in the McKinley area and what would become of the deed restrictions should the development not garner the anticipated interest.

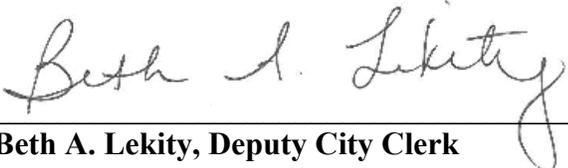
Bob Benson, 404 Vinewood, urged Council to trust in the city employees hired to do this work and spoke in support of the project.

Councilperson Fricke noted that she will not be in attendance at the Council meeting on May 9, 2016.

Mayor Peterson stated that due to her absence on May 9th, the abeyance of resolution #2016-186 has been extended by one week until May 16, 2016.

Victor Nevin, 501 Plum, requested that there be measures taken to make sure that all area residents are informed of the upcoming meeting on May 16, 2016, where this project will be on the agenda for discussion/resolution.

The meeting was adjourned at 12:55PM


Beth A. Lekity, Deputy City Clerk

User: ktrudell

Post Date from 05/10/2016 - 05/10/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wksta	Received Of	Distribution	Amount
407255	05/10/2016	ktrudell	F2	WYANDOTTE ADOPTION CENTER		
				101-000-001-000	101-000-257-078	Reserve-Animal Care
				101-000-001-000	101-000-257-078	Reserve-Animal Care
				101-000-001-000	101-000-257-078	Reserve-Animal Care
						1,235.00
						1,040.00
						5.00
						<u>2,280.00</u>
						65.00 CITY CHECK 4988
						<u>2,215.00</u> CITY CASH
						2,280.00

ADOPT 13 DOGS
ADOPT 16 CATS
SELL 1 CAT CARRIER

407258	05/10/2016	ktrudell	F2	LUDSCHER, RENAN		
				101-000-001-000	101-000-257-078	Reserve-Animal Care
						130.00 CITY CASH

DONATION TO ANIMAL CARE
REC# 366345

407259	05/10/2016	ktrudell	F2	MONTESSORI CENTER OF DOWNRIVER		
				101-000-001-000	101-000-257-078	Reserve-Animal Care
						55.00 CITY CHECK 0193

DONATION TO ANIMAL CARE

Total of 3 Receipts

2,465.00

User: ktrudell

Post Date from 05/10/2016 - 05/10/2016 Open Receipts

DB: Wyandotte

Receipt #
Description

Date

Cashier

Wkstn

Received Of
Distribution

Amount

*** TOTAL OF CREDIT ACCOUNTS ***

101-000-257-078 Reserve-Animal Care

2,465.00

TOTAL - ALL CREDIT ACCOUNT

2,465.00

*** TOTAL OF DEBIT ACCOUNTS ***

101-000-001-000 Cash

2,465.00

TOTAL - ALL DEBIT ACCOUNTS

2,465.00

*** TOTAL BY FUND ***

101 General Fund

2,465.00

TOTAL - ALL FUNDS:

2,465.00

*** TOTAL BY BANK ***

GEN GENERAL OPERATING FUND

Tender Code/Desc.

(CCA) CITY CASH

2,345.00

(CCK) CITY CHECK

120.00

TOTAL:

2,465.00

TOTAL - ALL BANKS:

2,465.00

*** TOTAL OF ITEMS TENDERED ***

Tender Code/Desc.

(CCA) CITY CASH

2,345.00

(CCK) CITY CHECK

120.00

TOTAL:

2,465.00

*** TOTAL BY RECEIPT ITEMS ***

(5) AC: RESERVE-ANIMAL CARE/POUND

2,465.00

TOTAL - ALL RECEIPT ITEMS:

2,465.00

User: ktrudell

Post Date from 05/11/2016 - 05/11/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstr	Received Of Distribution	Amount
O 407586	05/11/2016	ktrudell	F2	27TH DISTRICT COURT	
M1		101-000-001-000		101-000-650-010	FINES DIST COURT WYAN 63,214.10
M3		101-000-001-000		101-000-650-012	DIST CT RIVERVIEW CASES 29,442.22
M2		101-000-001-000		101-000-650-011	WORK FORCE-WYANDOTTE 8,946.00
M6		101-000-001-000		101-000-650-017	WORK FORCE-RIVERVIEW 2,068.00
M7		101-000-001-000		101-000-650-018	COURT TECHNOLOGY WYANDOTT 2,230.00
M9		101-000-001-000		101-000-650-020	COURT DRUG TESTING FEES 3,038.00
AS		101-000-001-000		101-000-650-021	COURT SCREENING ASSESSMEN 4,452.00
AW		101-000-001-000		101-000-650-024	CHEMICAL AWARENESS 2,855.00
					116,245.32 CITY CHECK 1014
APRIL 2016					
REC# 898995					
O 407587	05/11/2016	ktrudell	F2	SAM'S CLUB DIRECT	
MZ		101-000-001-000		101-100-750-222	Memberships & Dues 45.00
MZ		525-000-001-000		525-750-750-220	Operating Expenses 45.00
					90.00 CITY CHECK 6005383
REFUND MAYOR'S OFFICE AND GOLF COURSE					
MEMBERSHIP FEES SENT TO WRONG REMIT					
TO ADDRESS REC# 898996					
O 407588	05/11/2016	ktrudell	F2	TRIPLECTA ATM NETWORKS	
AT		101-000-001-000		101-000-650-022	COURT ATM COMMISSION 22.50 CITY CHECK 9286
COURT ATM COMMISSION					
REC# 898997					
O 407589	05/11/2016	ktrudell	F2	CITY OF ALLEN PARK	
DI		101-000-001-000		101-000-068-013	DWNRIVR CENTRAL DISPATCH 32,604.86
DA		101-000-001-000		101-000-068-015	D/T/F Downriver Animal Con 19,282.56
					51,887.42 CITY CHECK 094689
CENTRAL DISPATCH & CENTRAL ANIMAL					
CONTROL 1/1/16 - 3/31/16					
REC# 898998					
O 407590	05/11/2016	ktrudell	F2	MICH BELL/AT&T	
MZ		101-000-001-000		101-000-655-047	Misc Receipts-Cable Franch 35,394.40
MZ		101-000-001-000		101-000-068-011	D/T/F Municipal Service (P 14,157.76
					49,552.16 CITY CHECK 1476286
FRANCHISE FEE & IN-KIND/PEG FEES					
JAN 1 - MAR 31, 2016					
REC# 898999					
O 407591	05/11/2016	ktrudell	F2	RONALD B RICH & ASSOC	
RE		101-000-001-000		101-000-655-040	RECEIPTS-MISCELLANEOUS 35.00 CITY CHECK 110487
GARNISHMENT					
REC# 899000					
O 407592	05/11/2016	ktrudell	F2	AUTO OWNERS INS	
RE		101-000-001-000		101-000-655-040	RECEIPTS-MISCELLANEOUS 371.20 CITY CHECK 355280042
RESTITUTION-BISHOP PARK FENCE DAMAGED					
CAR WENT INTO RIVER					
REC# 897801					
O 407593	05/11/2016	ktrudell	F2	ARBOR PROFESSIONAL SOLUTIONS	
XV		101-000-001-000		101-000-041-024	A/R ANN ARBOR COL-RESCUE 283.65 CITY CHECK 018283

User: ktrudell

Post Date from 05/11/2016 - 05/11/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
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RESCUE COLLECTIONS APRIL 2016

REC# 897802

O	407594	05/11/2016	ktrudell F2	CITY OF WYANDOTTE	
EP			731-000-001-000	731-000-392-040	Res. Police & Fire Employe 679.72 CITY CHECK 122655

POLICE DEFINED BENEFIT

REC# 897803

O	407595	05/11/2016	ktrudell F2	KRESIN, KIM	
MZ			731-000-001-000	731-000-655-010	Interest Earnings 650.00 CITY CASH

EDRO REIMB-GABRIEL ROEDER INV# 417650

REC# 897804

Total of 10 Receipts

 219,816.97

User: ktrudell

Post Date from 05/11/2016 - 05/11/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
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*** TOTAL OF CREDIT ACCOUNTS ***

101-000-041-024	A/R ANN ARBOR COL-RESCUE				283.65
101-000-068-011	D/T/F Municipal Service (PEG Fees)				14,157.76
101-000-068-013	DWNRIVR CENTRAL DISPATCH				32,604.86
101-000-068-015	D/T/F Downriver Animal Control				19,282.56
101-000-650-010	FINES DIST COURT WYAN				63,214.10
101-000-650-011	WORK FORCE-WYANDOTTE				8,946.00
101-000-650-012	DIST CT RIVERVIEW CASES				29,442.22
101-000-650-017	WORK FORCE-RIVERVIEW				2,068.00
101-000-650-018	COURT TECHNOLOGY WYANDOTT				2,230.00
101-000-650-020	COURT DRUG TESTING FEES				3,038.00
101-000-650-021	COURT SCREENING ASSESMEN				4,452.00
101-000-650-022	COURT ATM COMMISSION				22.50
101-000-650-024	CHEMICAL AWARENESS				2,855.00
101-000-655-040	RECEIPTS-MISCELLANEOUS				406.20
101-000-655-047	Misc Receipts-Cable Franchises				35,394.40
101-100-750-222	Memberships & Dues				45.00
525-750-750-220	Operating Expenses				45.00
731-000-392-040	Res. Police & Fire Employee Contrib				679.72
731-000-655-010	Interest Earnings				650.00
TOTAL - ALL CREDIT ACCOUNT					219,816.97

*** TOTAL OF DEBIT ACCOUNTS ***

101-000-001-000	Cash				218,442.25
525-000-001-000	Cash				45.00
731-000-001-000	Cash				1,329.72
TOTAL - ALL DEBIT ACCOUNTS					219,816.97

*** TOTAL BY FUND ***

101	General Fund				218,442.25
525	Municipal Golf Course Fund				45.00
731	Retirement System Fund				1,329.72
TOTAL - ALL FUNDS:					219,816.97

*** TOTAL BY BANK ***

		<u>Tender Code/Desc.</u>	
GEN	GENERAL OPERATING FUND	(CCK) CITY CHECK	218,442.25
TOTAL:			218,442.25
RETIR WYANDOTTE EMPLOYEES RETIREMENT SYSTEM			
		(CCA) CITY CASH	650.00
		(CCK) CITY CHECK	679.72
TOTAL:			1,329.72
SPEC SPECIAL REVENUE FUNDS			
		(CCK) CITY CHECK	45.00
TOTAL:			45.00
TOTAL - ALL BANKS:			219,816.97

*** TOTAL OF ITEMS TENDERED ***

		<u>Tender Code/Desc.</u>	
		(CCA) CITY CASH	650.00
		(CCK) CITY CHECK	219,166.97
TOTAL:			219,816.97

*** TOTAL BY RECEIPT ITEMS ***

(1)	AS: COURT SCREENING ASSESMEN		4,452.00
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User: ktrudell

Post Date from 05/11/2016 - 05/11/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
(1)				AT: COURT ATM COMMISSION	22.50
(1)				AW: CHEMICAL AWARENESS	2,855.00
(1)				DA: DR CENTRAL ANIMAL CONTROL	19,282.56
(1)				DI: DWNRIVR CENTRAL DISPATCH	32,604.86
(1)				EP: PD EMPLOYEE PENSION CONTR	679.72
(1)				M1: FINES DIST COURT WYAN	63,214.10
(1)				M2: WORK FORCE-WYANDOTTE	8,946.00
(1)				M3: DIST CT RIVERVIEW CASES	29,442.22
(1)				M6: WORK FORCE-RIVERVIEW	2,068.00
(1)				M7: COURT TECHNOLOGY WYANDOTT	2,230.00
(1)				M9: COURT DRUG TESTING FEES	3,038.00
(5)				MZ: MISC CASH/VARIOUS	50,292.16
(2)				RE: RECEIPTS-MISCELLANEOUS	406.20
(1)				XV: A/R ANN ARBOR COL-RESCUE	283.65
TOTAL - ALL RECEIPT ITEMS:					219,816.97

CITY OF WYANDOTTE
FIRE COMMISSION MEETING

The Fire Commission meeting was held in the 2nd Floor Conference Room at Police Headquarters on Tuesday, April 12, 2016. Commissioner Harris called the meeting to order at 6:03 p.m.

ROLL CALL:

Present: Commissioner Harris
Commissioner Izzo
Commissioner Melzer
Chief Carley

Recording Secretary: Lynne Matt

READING OF JOURNAL

Motioned by Commissioner Melzer, supported by Commissioner Harris to approve the minutes as recorded for the meeting held on March 22, 2016. Motion carried unanimously.

UNFINISHED BUSINESS

None

COMMUNICATIONS

1. *Lt. Thomas Lyon recipient of the "2015 Firefighter of the Year" award*
Chief Carley stated that he nominated Lt. Thomas Lyon to receive the award.
Commissioner Melzer expressed commissions "Congrats" and to receive and place on file; support by Commissioner Harris. Motion carried.

DEPARTMENTAL

1. *Wyandotte Fire Department monthly report "March 2016"*
Chief Carley reported that for the month there were a total of 231 rescue runs, with average response time of 3 minutes 17 seconds and that \$111,967.50 was billed out. Also noted there were 57 fire calls with 3 building fires, 4 cooking fires and 1 automatic aid given.
Commissioner Melzer motioned to receive report and place on file; supported by Commissioner Izzo. Motion carried.

DEPARTMENTAL (continued)

2. *Department bills submitted March 24, 2016 in the amount of \$4,389.08*
Department bills submitted April 7, 2016 in the amount of \$2,135.36
Commissioner Melzer motioned to pay bills and accounts submitted as stated above; supported by Commissioner Izzo. Roll call; motion carried.
3. *Daily Reports*
Commissioner Melzer motioned to receive and place on file reports; supported by Commissioner Izzo. Motion carried.

LATE

Chief Carley stated that Captain Michael Brandt, who is DRMA Dive Team Leader, sent commendation letters to Lt. Gregory Kmita, Sgt/E Richard Simons, Sgt/E Kristopher Clark and PFF Santo Galati for their actions following a vehicle in the Ecorse Creek on Easter Sunday morning. They arrived on scene saw car emerged and immediately donned their cold water rescue suits and entered water to check for occupant, none found, and assisted tow truck with vehicle recovery. The entire operation went very smoothly and safely. Commissioner Harris expressed "Congrats" and motioned to receive and place on file; supported by Commissioner Melzer. Motion carried.

ADJOURNMENT

No further business comes before the Commission, upon motion duly made and supported; the meeting adjourned at 6:19 p.m.

Respectfully submitted,

Michael Izzo
Secretary

MI/lm



City of Wyandotte
Police Commission Meeting

Regular Commission Meeting
April 12, 2016

ROLL CALL

Present: Chief Daniel Grant
Commissioner John Harris
Commissioner Doug Melzer
Commissioner Dr. Michael Izzo

Absent: None

Others Present: None

The regular meeting was called to order at the Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan by Chairperson, Commissioner Harris at 6:25 p.m.

The Minutes from the regular Police Commission meeting on March 22, 2016, were presented.

Melzer moved, Izzo seconded,
CARRIED, to approve the regular minutes of March 22, 2016, as presented.

UNFINISHED BUSINESS

NONE

COMMUNICATIONS

NONE

DEPARTMENTAL

1. Police Statistics – March 2016, Year to Date

Again, there's nothing out of the ordinary concerning the statistics.

Chief Grant had gone onto the State of Michigan website to retrieve their statistics for comparison purposes, but they were still not available. He will continue to monitor the site and present the statistics to the Commissioners as soon as possible.

Chief Grant also mentioned that car thefts are down.

Melzer moved, Izzo seconded,
CARRIED, to approve the March 2016 and Year to Date police statistics and place on file.

2. ACO Hires

ACO Gillenwater has essentially been the only ACO working at the DCAC for quite some time.

Four people applied for the ACO position, and the Chief's recommendations are to hire Diane DesRosiers as a part-time Pound Attendant, and Howard Storey as the full-time ACO. Diane has been a long-time volunteer with the DCAC, and Howard is already certified as an Animal Control Officer.

Although there was some discussion within the City of Wyandotte about leaving the DCAC consolidation, City Hall decided to stay with the program for now. However, since Lincoln Park was responsible for almost half of the animals brought into the DCAC and were not carrying their share of the DCAC load, they will cease to be part of the DCAC as of the end of September 2016.

Melzer moved, Izzo seconded,
CARRIED, to approve hiring Diane DesRosiers as a part-time Pound Attendant and Howard Storey as a full-time Animal Control Officer.

3. Bills and Accounts – April 12, 2016, \$33,755.53

Melzer moved, Izzo seconded,
A Roll Call was held and the Motion
CARRIED, to unanimously approve payment of the bills for April 12, 2016, \$33,755.53

NEW BUSINESS

1. Citizen Survey Response

Sgt. Hamilton handled the incident report for this particular response. The woman who made the report was very happy with the way she was treated.

Melzer moved, Izzo seconded,
CARRIED, to accept the Citizen Survey Response and place on file.

2. Special Ops Unit

Chief Grant shared some details and statistics regarding the Special Ops Unit so the Commissioners would have a better understanding of what the officers in that unit are doing and accomplishing.

3. IACP Leadership Class

Commissioner Harris had inquired if our Department would be able to host this type of leadership class. Chief Grant did some preliminary research but will follow up in greater detail. Initially, it does not appear our Training Room would be large enough to handle the configuration requirements and the 48 individuals expected to take the training.

Also, oftentimes, the host of these types of classes are the ones required to recruit the 48 attendees. If they do not sign up 48, they would have to bear the cost of any vacant seats.

Currently, this class is not certified to use MCOLES 302 funding to pay for the registration fees. This may deter agencies from participating.

Also, MCOLES 302 Funding is expected to be terminated in October of 2016.

4. City Parking Lot #2

Commissioner Melzer is concerned about the parking issues in and around City Parking Lot #2. With all the business activity and construction taking place in that particular area, people are starting to park in prohibited areas. They are parking on the grass, and in some cases, blocking the alley.

Chief Grant said he would check into this and determine what can be done.

Members of the Audience

ADJOURNMENT

Since there was no further business to come before the Commission, there was a motion to adjourn the meeting at 7:06 p.m.

Melzer moved, Harris seconded,
CARRIED, to adjourn meeting at 7:06 p.m.

Laura Allen
Administrative Assistant
Wyandotte Police Department



SMIA

Events by Nature Code by Agency

Agency: WYPD, Event date/Time range: 04/01/2016 00:00:00 - 04/30/2016 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
WYPD	911	0	0	5	5	0%	0:03:52	0:03:04	0:11:37	1:32:49	0:18:34
	911C	0	0	2	2	0%	0:01:41	0:05:06	1:43:11	3:39:59	1:50:00
	ABANDONED AUTO	0	55	6	61	3%	1:58:12	0:09:19	0:17:23	73:55:01	1:12:42
	ACCIDENT/FATALITY	0	0	1	1	0%	0:01:18	0:00:47	3:02:42	3:04:48	3:04:48
	ACCIDENT/PERSONAL INJURY	0	0	3	3	0%	0:01:48	0:08:02	0:27:40	1:32:30	0:30:50
	ACCIDENT/PROPERTY DAMAGE	0	1	19	20	1%	0:04:57	0:05:34	0:52:03	18:40:43	0:56:02
	ALARM	0	0	38	38	2%	0:05:00	0:04:26	0:15:44	15:48:23	0:24:57
	ANIMAL BITE	0	0	2	2	0%	0:00:58	0:06:18	0:16:31	0:24:52	0:12:26
	ANIMAL COMPLAINT	0	1	5	6	0%	0:09:34	0:05:41	0:06:16	1:59:33	0:19:56
	ASSAULT & BATTERY	0	0	8	8	0%	0:02:58	0:06:52	0:48:27	6:37:23	0:49:40
	ASSIST OTHER AGENCY	1	8	6	15	1%	0:00:57	0:04:47	0:37:43	8:41:01	0:37:13
	BREAKING & ENTERING	0	0	9	9	1%	0:02:39	0:04:58	0:40:50	6:30:58	0:43:26
	BREAKING & ENTERING IN PROGRES	0	0	4	4	0%	0:02:51	0:03:11	1:06:09	4:48:47	1:12:12
	BUILDING CHECK	0	0	3	3	0%	0:06:59	0:04:53	0:39:07	2:32:56	0:50:59
	BUSINESS STOP	0	1	0	1	0%	0:00:01	0:00:00	0:07:32	0:07:33	0:07:33
	CHECK WELL BEING	0	0	36	36	2%	0:06:17	0:04:36	0:18:58	17:33:34	0:29:16
	CHILD ABUSE/NEGLECT	0	0	4	4	0%	0:02:51	0:04:30	0:27:55	2:21:05	0:35:16
	CITIZEN ASSIST	0	8	4	12	1%	0:13:52	0:03:41	0:14:40	5:24:52	0:27:04
	CIVIL DISPUTES	1	3	10	14	1%	0:13:49	0:05:35	1:01:52	16:33:12	1:16:24
	CRIMINAL SEXUAL CONDUCT	0	0	1	1	0%	0:08:12	0:04:57	0:58:14	1:11:24	1:11:24
	DAMAGE TO COUNTY PROPERTY	0	0	1	1	0%	0:02:24	0:04:29	0:13:59	0:20:52	0:20:52
	DEATH INVESTIGATION	0	0	5	5	0%	0:02:44	0:08:53	1:48:56	8:05:01	1:37:00
	DETAIL	0	1	0	1	0%	0:00:00	0:00:00	0:03:33	0:03:33	0:03:33

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	DISORDERLY	0	2	28	30	2%	0:08:10	0:03:12	0:38:12	24:24:46	0:48:50
	DOMESTIC	0	1	34	35	2%	0:06:14	0:04:26	0:38:56	28:10:25	0:48:18
	EXTORTION	0	0	1	1	0%	0:00:33	0:00:00	0:00:00	0:00:42	0:00:42
	FIELD CONTACTS	0	0	1	1	0%	0:00:21	0:00:00	0:00:00	0:00:31	0:00:31
	FIGHT	0	1	4	5	0%	0:02:43	0:04:57	0:37:15	3:36:59	0:43:24
	FIRE	0	0	3	3	0%	0:00:07	0:00:26	0:26:46	1:21:59	0:27:20
	FLEEING & ELUDING	0	0	1	1	0%	0:01:13	0:00:00	0:14:33	0:15:46	0:15:46
	FOLLOW-UP	0	85	3	88	5%	0:00:34	0:09:01	0:05:12	9:40:42	0:06:36
	FOUND PROPERTY	0	2	3	5	0%	0:02:25	0:08:10	0:12:30	0:58:28	0:11:42
	FRAUD	0	5	11	16	1%	0:02:54	0:04:06	0:47:35	11:35:44	0:43:29
	FUEL	0	18	0	18	1%	0:00:01	0:00:00	0:04:07	1:14:33	0:04:09
	GAS PUMP	0	4	0	4	0%	0:00:01	0:00:00	0:07:13	0:28:55	0:07:14
	HARASSMENT	0	3	14	17	1%	0:07:28	0:06:14	0:23:42	10:34:47	0:37:20
	HIT & RUN ACCIDENT	0	0	20	20	1%	0:06:33	0:07:42	0:30:21	13:49:41	0:41:29
	IDENTITY THEFT	0	0	2	2	0%	0:02:32	0:08:31	0:27:57	1:18:02	0:39:01
	INDECENT EXPOSURE	0	0	2	2	0%	0:02:18	0:03:19	0:03:02	0:11:07	0:05:34
	INJURED INMATE	0	0	1	1	0%	0:00:27	0:00:00	0:00:00	1:31:26	1:31:26
	JUVENILE COMPLAINT	0	0	10	10	1%	0:07:01	0:08:43	0:10:41	4:21:56	0:26:12
	LARCENY	0	1	19	20	1%	0:04:33	0:07:01	0:28:18	11:18:24	0:33:55
	LIQUOR LAW VIOLATION	0	2	0	2	0%	0:00:00	0:00:00	0:13:03	0:26:06	0:13:03
	LOST PROPERTY	0	0	2	2	0%	0:01:40	0:07:17	0:11:23	1:01:29	0:30:45
	MALICIOUS DESTRUCTION	0	5	26	31	2%	0:10:35	0:06:22	0:37:30	23:24:52	0:45:19
	MENTAL	0	0	1	1	0%	0:02:37	0:00:00	0:00:00	0:17:29	0:17:29
	MISCELLANEOUS	1	11	17	29	2%	0:02:21	0:04:47	0:14:56	8:55:07	0:19:07
	MISSING PERSON	0	0	3	3	0%	0:31:03	0:06:27	0:10:13	2:23:10	0:47:43
	MISSING PERSON - RECOVERED	0	0	1	1	0%	0:01:49	0:04:21	0:08:03	0:14:13	0:14:13
	NARCOTICS INVESTIGATION	0	3	5	8	0%	0:07:30	0:07:23	1:01:03	9:45:23	1:13:10
	NEIGHBORHOOD DISPUTE	0	0	1	1	0%	0:28:59	0:05:21	0:15:36	0:49:57	0:49:57

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	NOISE COMPLAINT	0	0	18	18	1%	0:06:21	0:07:05	0:10:58	7:07:27	0:23:45
	OPERATING UNDER THE INFLUENCE	0	8	0	8	0%	0:00:01	0:00:00	1:33:20	12:26:46	1:33:21
	ORDINANCE VIOLATION	0	105	2	107	6%	0:00:07	0:04:43	0:05:15	10:27:27	0:05:52
	PARKING COMPLAINTS	0	68	13	81	5%	0:58:18	0:07:43	0:10:32	58:18:33	0:43:12
	PATROL CHECK	0	45	1	46	3%	0:00:06	0:03:00	0:20:07	15:29:33	0:20:12
	PRISONER TRANSPORT	0	2	2	4	0%	0:00:22	0:26:33	1:30:32	6:24:58	1:36:15
	RACIAL INTIMIDATION	0	1	0	1	0%	0:00:01	0:00:00	0:00:08	0:00:09	0:00:09
	RADAR ENFORCEMENT	0	15	0	15	1%	0:00:01	0:00:00	0:25:51	6:27:59	0:25:52
	RECKLESS DRIVING	0	0	7	7	0%	0:08:04	0:04:47	0:05:58	2:05:06	0:17:52
	RECOVERED STOLEN VEH / PROP	0	0	1	1	0%	0:00:51	0:02:24	4:38:48	4:42:04	4:42:04
	RESCUE EMERGENCY	0	0	11	11	1%	0:04:31	0:03:55	0:34:06	7:44:01	0:42:11
	RETAIL FRAUD	0	0	6	6	0%	0:03:58	0:02:47	1:00:30	5:52:27	0:58:45
	RUNAWAY JUVENILE	0	0	1	1	0%	0:05:30	0:00:00	0:00:00	0:51:26	0:51:26
	SEARCH WARRANT	0	4	0	4	0%	0:00:01	0:00:00	1:06:12	4:24:54	1:06:14
	SHOTS FIRED	0	0	3	3	0%	0:04:48	0:03:49	0:04:30	0:39:24	0:13:08
	STALKING COMPLAINTS	0	1	0	1	0%	0:00:00	0:00:00	0:25:37	0:25:37	0:25:37
	STOLEN VEHICLE	0	0	1	1	0%	0:00:32	0:31:04	0:00:00	0:30:43	0:30:43
	SUICIDE	0	0	3	3	0%	0:02:35	0:04:52	0:15:20	1:08:23	0:22:48
	SUSPICIOUS INCIDENT	0	1	28	29	2%	0:08:14	0:05:43	0:39:42	24:19:01	0:50:19
	SUSPICIOUS PERSON	0	11	18	29	2%	0:05:51	0:04:07	0:27:50	16:50:25	0:34:51
	SUSPICIOUS VEHICLE	0	6	7	13	1%	0:08:55	0:04:58	0:12:34	4:24:14	0:20:20
	THREATS	0	0	13	13	1%	0:10:52	0:06:29	0:34:37	10:36:02	0:48:56
	TRAFFIC HAZARD	0	6	13	19	1%	0:02:35	0:04:08	0:12:28	6:06:35	0:19:18
	TRAFFIC STOP	0	646	2	648	37%	0:00:01	0:00:03	0:10:09	109:40:26	0:10:09
	TRESPASSING	0	0	1	1	0%	0:02:36	0:08:17	0:34:21	0:45:14	0:45:14

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	VIOLATION OF PUBLIC HEALTH COE	0	9	1	10	1%	0:02:10	0:02:40	2:05:34	21:07:05	2:06:43
	VIOLATION ROAD LAWS	0	27	0	27	2%	0:00:01	0:00:00	0:44:21	19:57:46	0:44:22
	WARRANT	0	4	17	21	1%	0:11:07	0:17:44	0:50:08	33:03:14	1:34:26
	WEAPONS	0	2	4	6	0%	0:05:30	0:01:57	0:58:03	6:18:06	1:03:01
	Subtotals for No Summary Code	3	1182	558	1743	100%	0:06:38	0:06:08	0:36:35	771:58:33	0:43:25
	Subtotals for WYPD	3	1182	558	1743	100%	0:06:38	0:06:08	0:36:35	771:58:33	0:43:25

SMIA

Events by Nature Code by Agency

Agency: WYPD, Event date/Time range: 01/01/2016 00:00:00 - 04/30/2016 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
WYPD	911	0	0	10	10	0%	0:02:52	0:03:31	0:09:05	2:29:09	0:14:55
	911C	0	0	8	8	0%	0:07:29	0:04:02	0:33:09	5:53:24	0:44:11
	ABANDONED AUTO	0	182	26	208	3%	1:12:21	0:07:54	0:14:37	183:34:35	0:52:57
	ACCIDENT/FATALITY	0	0	1	1	0%	0:01:18	0:00:47	3:02:42	3:04:48	3:04:48
	ACCIDENT/NON TRAFFIC AREA	0	1	2	3	0%	0:06:12	0:04:17	0:23:57	1:32:51	0:30:57
	ACCIDENT/PERSONAL INJURY	0	0	13	13	0%	0:02:03	0:04:30	0:56:50	12:35:26	0:58:07
	ACCIDENT/PROPERTY DAMAGE	0	8	117	125	2%	0:04:27	0:05:57	0:44:10	107:38:13	0:51:40
	ACCIDENTAL DAMAGE	0	0	3	3	0%	0:17:22	0:05:11	0:51:07	3:41:05	1:13:42
	ALARM	0	0	157	157	2%	0:05:26	0:03:48	0:11:41	54:20:42	0:20:46
	ANIMAL BITE	0	0	5	5	0%	0:02:00	0:05:21	0:28:40	2:26:15	0:29:15
	ANIMAL COMPLAINT	0	3	25	28	0%	0:09:19	0:05:47	0:19:24	15:21:38	0:32:55
	ASSAULT & BATTERY	0	1	35	36	1%	0:04:31	0:04:50	1:03:31	39:59:20	1:06:39
	ASSAULT & BATTERY IN PROGRESS	0	0	2	2	0%	0:01:43	0:02:03	0:25:24	0:58:21	0:29:11
	ASSIST OTHER AGENCY	1	28	36	65	1%	0:01:37	0:05:13	0:32:39	34:55:26	0:32:44
	BREAKING & ENTERING	0	1	38	39	1%	0:07:24	0:07:04	1:04:28	47:51:59	1:13:38
	BREAKING & ENTERING IN PROGRES	0	0	10	10	0%	0:02:04	0:03:11	0:50:02	9:13:02	0:55:18
	BUILDING CHECK	0	2	6	8	0%	0:05:46	0:04:07	0:17:22	3:29:52	0:26:14
	BUSINESS STOP	0	51	0	51	1%	0:00:01	0:00:00	0:08:26	7:11:16	0:08:27
	CHECK WELL BEING	0	1	140	141	2%	0:06:47	0:04:39	0:26:08	84:58:51	0:36:10
	CHILD ABUSE/NEGLECT	0	0	11	11	0%	0:08:26	0:17:52	0:37:12	9:53:29	0:53:57
	CITIZEN ASSIST	0	29	63	92	1%	0:05:49	0:05:10	0:11:02	31:31:19	0:20:33
	CIVIL DISPUTES	1	5	48	54	1%	0:09:22	0:05:34	0:37:12	44:58:05	0:50:54
	CRIMINAL SEXUAL CONDUCT	0	2	3	5	0%	0:03:31	0:03:45	0:28:56	2:14:52	0:26:58

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	DAILY TRANSPORT LOG	0	1	0	1	0%	0:00:01	0:00:00	0:01:26	0:01:27	0:01:27
	DAMAGE TO COUNTY PROPERTY	0	0	1	1	0%	0:02:24	0:04:29	0:13:59	0:20:52	0:20:52
	DEATH INVESTIGATION	0	0	23	23	0%	0:04:01	0:09:44	1:48:26	37:46:56	1:38:34
	DETAIL	0	15	0	15	0%	0:00:01	0:00:00	0:23:48	5:57:13	0:23:49
	DISORDERLY	0	6	91	97	1%	0:06:03	0:03:10	0:41:00	80:43:55	0:49:56
	DOMESTIC	1	4	142	147	2%	0:04:29	0:04:00	0:39:00	117:50:57	0:48:26
	DRUG VIOLATIONS	0	2	1	3	0%	0:00:25	0:00:00	2:43:36	7:35:11	2:31:44
	EXTORTION	0	0	1	1	0%	0:00:33	0:00:00	0:00:00	0:00:42	0:00:42
	FELONIOUS ASSAULT	0	0	1	1	0%	0:08:48	0:11:29	2:38:05	2:58:22	2:58:22
	FIELD CONTACTS	0	0	1	1	0%	0:00:21	0:00:00	0:00:00	0:00:31	0:00:31
	FIGHT	0	2	23	25	0%	0:02:32	0:02:33	0:49:29	22:34:29	0:54:11
	FIRE	0	0	18	18	0%	0:01:20	0:02:03	0:30:52	10:05:34	0:33:39
	FIREWORKS	0	0	1	1	0%	0:02:05	0:08:44	0:06:53	0:17:42	0:17:42
	FLEEING & ELUDING	0	2	1	3	0%	0:00:37	0:04:51	2:28:11	7:30:38	2:30:13
	FOLLOW-UP	0	363	15	378	6%	0:00:29	0:06:54	0:09:06	64:35:37	0:10:15
	FOUND PROPERTY	0	5	8	13	0%	0:05:53	0:05:01	0:22:53	5:18:34	0:24:30
	FRAUD	1	17	36	54	1%	0:05:24	0:07:19	0:35:15	36:41:10	0:41:32
	FUEL	0	73	0	73	1%	0:00:01	0:00:00	0:04:09	5:03:49	0:04:10
	GAS PUMP	0	19	0	19	0%	0:00:01	0:00:00	0:06:56	2:12:13	0:06:58
	HARASSMENT	1	9	35	45	1%	0:09:45	0:07:48	0:32:20	34:59:38	0:47:43
	HIT & RUN ACCIDENT	0	1	52	53	1%	0:06:01	0:08:21	0:38:29	44:20:48	0:50:12
	IDENTITY THEFT	0	1	7	8	0%	0:02:57	0:22:02	0:22:51	5:12:57	0:39:07
	INDECENT EXPOSURE	0	0	4	4	0%	0:02:12	0:04:53	0:32:51	2:02:13	0:30:33
	INJURED INMATE	0	0	1	1	0%	0:00:27	0:00:00	0:00:00	1:31:26	1:31:26
	INJURY ON DUTY	0	0	1	1	0%	0:00:44	0:00:00	0:00:00	0:59:54	0:59:54
	JUVENILE COMPLAINT	0	1	38	39	1%	0:08:58	0:05:50	0:15:22	18:44:23	0:28:50
	KIDNAPPING	0	0	2	2	0%	0:01:34	0:05:16	1:46:50	2:07:19	1:03:40

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	LARCENY	1	4	90	95	1%	0:09:48	0:06:01	0:26:27	65:13:04	0:41:38
	LIQUOR LAW VIOLATION	0	8	3	11	0%	0:00:57	0:01:34	0:29:13	5:32:45	0:30:15
	LOST PROPERTY	0	1	3	4	0%	0:01:18	0:04:48	0:24:46	2:08:33	0:32:08
	MALICIOUS DESTRUCTION	1	9	73	83	1%	0:09:19	0:07:04	0:32:17	61:23:43	0:44:55
	MENTAL	0	0	8	8	0%	0:02:13	0:14:28	0:24:27	4:46:36	0:35:50
	MISCELLANEOUS	2	44	63	109	2%	0:02:42	0:05:00	0:35:32	55:33:38	0:31:09
	MISSING PERSON	1	0	16	17	0%	0:11:26	0:08:16	0:23:31	11:54:22	0:44:39
	MISSING PERSON - RECOVERED	0	0	5	5	0%	0:03:56	0:05:15	0:12:43	1:49:39	0:21:56
	NARCOTICS INVESTIGATION	0	10	8	18	0%	0:05:04	0:06:00	1:21:18	26:16:38	1:27:35
	NEIGHBORHOOD DISPUTE	0	2	16	18	0%	0:10:31	0:06:28	0:28:23	13:13:29	0:44:05
	NOISE COMPLAINT	0	0	51	51	1%	0:05:31	0:05:25	0:12:52	20:02:03	0:23:34
	OPERATING UNDER THE INFLUENCE	0	34	9	43	1%	0:00:56	0:06:08	2:00:23	87:37:46	2:02:16
	ORDINANCE VIOLATION	0	394	9	403	6%	0:26:28	0:05:46	0:07:18	139:51:46	0:20:49
	OVERDOSE	0	0	3	3	0%	0:03:12	0:02:38	1:37:49	5:10:57	1:43:39
	PARKING COMPLAINTS	0	168	51	219	3%	0:42:57	0:10:16	0:10:35	144:02:38	0:39:28
	PATROL CHECK	0	249	1	250	4%	0:00:02	0:01:33	0:21:05	87:58:15	0:21:07
	POLICE ASSIST TO FIRE	0	0	1	1	0%	0:00:35	0:01:21	1:05:26	1:07:22	1:07:22
	PRISONER CHECK	0	1	2	3	0%	0:00:14	0:01:24	0:56:42	2:41:01	0:53:40
	PRISONER TRANSPORT	0	5	6	11	0%	0:00:25	0:09:22	1:53:04	21:14:41	1:55:53
	RACIAL INTIMIDATION	0	1	0	1	0%	0:00:01	0:00:00	0:00:08	0:00:09	0:00:09
	RADAR ENFORCEMENT	0	107	0	107	2%	0:00:01	0:00:00	0:21:21	38:07:07	0:21:22
	RECKLESS DRIVING	0	2	21	23	0%	0:06:16	0:04:45	0:27:27	12:22:28	0:32:17
	RECOVERED STOLEN VEH / PROP	0	1	4	5	0%	0:05:18	0:02:24	1:47:40	7:25:40	1:29:08
	RESCUE EMERGENCY	0	0	52	52	1%	0:02:34	0:03:48	0:40:00	37:49:41	0:43:39
	RESIDENTIAL CHECK	0	0	4	4	0%	0:02:54	0:03:47	0:11:06	1:11:09	0:17:47
	RETAIL FRAUD	0	0	13	13	0%	0:03:10	0:03:42	0:48:08	11:08:33	0:51:26
	ROBBERY	0	0	4	4	0%	0:03:26	0:11:26	1:30:11	7:00:11	1:45:03

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	RUNAWAY JUVENILE	0	1	9	10	0%	0:12:26	0:12:14	0:35:16	9:43:55	0:58:24
	SEARCH WARRANT	0	9	0	9	0%	0:00:01	0:00:00	1:21:13	12:11:07	1:21:14
	SHOTS FIRED	0	0	7	7	0%	0:12:20	0:02:49	0:09:47	2:42:08	0:23:10
	SICK INMATE	0	0	1	1	0%	0:00:18	0:00:11	10:55:52	10:56:22	10:56:22
	SOLICITOR	0	1	4	5	0%	0:42:48	0:04:02	0:08:38	3:50:32	0:46:06
	STALKING COMPLAINTS	0	1	3	4	0%	0:03:22	0:04:18	0:37:32	2:53:13	0:43:18
	STOLEN VEHICLE	0	2	14	16	0%	0:03:22	0:06:34	0:45:03	13:27:37	0:50:29
	SUICIDE	0	2	19	21	0%	0:03:01	0:03:11	0:45:37	17:56:22	0:51:15
	SURVEILLANCE	0	8	0	8	0%	0:00:01	0:00:00	1:12:08	9:37:15	1:12:09
	SUSPICIOUS INCIDENT	0	12	123	135	2%	0:07:16	0:05:00	0:23:38	76:05:54	0:33:49
	SUSPICIOUS PERSON	0	45	85	130	2%	0:06:32	0:04:28	0:20:52	61:14:33	0:28:16
	SUSPICIOUS VEHICLE	0	17	48	65	1%	0:08:31	0:04:00	0:16:29	27:33:50	0:25:27
	TAMPERING WITH AUTO	0	0	2	2	0%	0:02:44	0:01:53	0:14:16	0:37:47	0:18:54
	THREATS	0	7	43	50	1%	0:09:20	0:06:02	0:28:54	33:37:24	0:40:21
	TRAFFIC HAZARD	0	17	30	47	1%	0:04:30	0:03:58	0:12:26	14:18:57	0:18:17
	TRAFFIC STOP	0	2305	10	2315	35%	0:00:02	0:01:19	0:10:46	417:20:41	0:10:49
	TRESPASSING	0	0	5	5	0%	0:12:38	0:06:25	0:42:42	5:08:52	1:01:46
	VIOLATION OF PARK RULES	0	1	0	1	0%	0:00:00	0:00:00	0:15:16	0:15:16	0:15:16
	VIOLATION OF PUBLIC HEALTH COE	0	23	2	25	0%	0:00:45	0:01:59	1:42:09	42:46:54	1:42:41
	VIOLATION ROAD LAWS	0	68	1	69	1%	0:00:01	0:15:41	0:53:16	61:32:17	0:53:31
	WARRANT	3	23	64	90	1%	0:07:45	0:19:49	0:49:06	107:05:08	1:13:51
	WEAPONS	0	3	9	12	0%	0:04:03	0:03:28	1:01:55	13:34:56	1:07:55
	Subtotals for No Summary Code	13	4420	2257	6690	100%	0:05:48	0:05:46	0:48:27	3044:43:22	0:54:21
	Subtotals for WYPD	13	4420	2257	6690	100%	0:05:48	0:05:46	0:48:27	3044:43:22	0:54:21



**MICHIGAN INCIDENT
CRIME REPORTING**

MV Stolen Count	Premises Entered Count
40	0

LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED

Total Officers Killed:	0
Total Officers Assaulted Without Injury:	1
Total Officers Assaulted With Injury:	0

2015 QUALITY ASSURANCE REPORT
MI8283300 Wyandotte Police Department

Report Date: 3/28/2016

Number of Police Officers As of October 31, 2015: 33

Reporting Period: JANUARY -DECEMBER

File Class and Description	Victim Totals	Total Incidents	Number of Arrests	Exceptionally Cleared	Clearance Rate	2015 Offenses	2014 Offenses	Percent Change
3000 IMMIGRATION	0	0	0	0	0 %	0	1	0.0%
11001 SEXUAL PENETRATION PENIS/VAGINA CSC 1ST	3	3	0	0	0 %	3	3	0.0%
11003 SEXUAL PENETRATION ORAL/ANAL CSC 1ST	1	1	0	0	0 %	1	3	-66.7%
11005 SEXUAL PENETRATION OBJECT CSC 1ST	2	2	0	0	0 %	2	3	-33.3%
11007 SEXUAL CONTACT FORCIBLE CSC 2ND	0	0	0	0	0 %	0	2	0.0%
11008 SEXUAL CONTACT FORCIBLE CSC 4TH	6	5	0	0	0 %	5	3	66.7%
12000 ROBBERY	7	9	3	0	33 %	9	10	-10.0%
13001 NONAGGRAVATED ASSAULT	225	206	79	0	38 %	211	222	-5.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	38	31	19	0	61 %	31	23	34.8%
13003 INTIMIDATION/STALKING	61	59	2	0	3 %	60	45	33.3%
20000 ARSON	1	2	0	0	0 %	2	4	-50.0%
21000 EXTORTION	0	0	0	0	0 %	0	1	0.0%
22001 BURGLARY FORCED ENTRY	37	37	3	0	8 %	37	77	-51.9%
22002 BURGLARY ENTRY WITHOUT FORCE (INTENT)	20	20	2	0	10 %	21	25	-16.0%
22003 BURGLARY ENTRY W/OUT AUTH. W/OR W/OUT FORCE	8	8	2	0	25 %	8	5	60.0%
23002 LARCENY PURSES/NATCHING	0	0	0	0	0 %	0	1	0.0%
23003 LARCENY THEFT FROM BUILDING	43	45	1	0	2 %	45	64	-29.7%
23005 LARCENY THEFT FROM MOTOR VEHICLE	70	69	2	0	3 %	69	90	-23.3%
23006 LARCENY THEFT OF MOTOR VEH PARTS/ACCESSORIES	2	2	0	0	0 %	2	7	-71.4%
23007 LARCENY OTHER	168	189	10	0	5 %	189	246	-23.2%
24001 MOTOR VEHICLE THEFT	34	35	3	0	9 %	38	37	2.7%
24002 MOTOR VEHICLE AS STOLEN PROPERTY	4	3	1	0	67 %	4	1	300.0%
25000 FORGERY/COUNTERFEITING	2	4	1	0	25 %	4	6	-33.3%
26001 FRAUD FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	14	16	0	0	0 %	16	13	23.1%
26002 FRAUD CREDIT CARD/ATM	46	43	0	0	0 %	46	40	15.0%
26003 FRAUD IMPERSONATION	45	44	0	0	0 %	44	42	4.8%
26005 FRAUD WIRE	11	12	0	0	0 %	12	1	1,100.0%
26006 FRAUD BAD CHECKS	5	6	0	0	0 %	6	6	0.0%
27000 EMBEZZLEMENT	1	4	0	0	0 %	4	3	33.3%
28000 STOLEN PROPERTY	6	6	2	0	33 %	6	0	0.0%
29000 DAMAGE TO PROPERTY	141	149	9	0	6 %	162	201	-18.4%
30001 RETAIL FRAUD MISREPRESENTATION	0	2	1	0	50 %	2	0	0.0%
30002 RETAIL FRAUD THEFT	0	38	8	0	21 %	38	23	65.2%
35001 VIOLATION OF CONTROLLED SUBSTANCE	0	274	236	0	86 %	287	131	119.1%
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	43	30	0	70 %	81	33	145.5%
36002 SEXUAL PENETRATION NONFORCIBLE OTHER	0	0	0	0	0 %	0	1	0.0%
36004 SEX OFFENSE OTHER	2	2	0	0	0 %	2	14	-85.7%
38001 FAMILY ABUSE/NEGLECT NONVIOLENT	8	7	1	0	14 %	7	13	-46.2%
38002 FAMILY NONSUPPORT	0	0	0	0	0 %	0	1	0.0%



**MICHIGAN INCIDENT
CRIME REPORTING**

MV Stolen	Premises Entered
Count	Count
40	0

2015 QUALITY ASSURANCE REPORT
MI8283300 Wyandotte Police Department

LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED
 Total Officers Killed: 0
 Total Officers Assaulted Without Injury: 3
 Total Officers Assaulted With Injury: 0

Number of Police Officers As of October 31, 2015: 33

Report Date: 3/23/2016

Reporting Period: JANUARY - DECEMBER

File Class and Description	Victim Totals	Total Incidents	Number of Arrests	Exceptionally Cleared	Clearance Rate	2015 Offenses	2014 Offenses	Percent Change
38003 FAMILY OTHER	174	171	0	0	0 %	175	218	-19.7%
41001 LIQUOR LICENSE ESTABLISHMENT	0	4	0	0	0 %	4	3	33.3%
41002 LIQUOR VIOLATIONS OTHER	0	50	34	0	68 %	78	64	21.9%
42000 DRUNKENNESS	0	0	0	0	0 %	0	1	0.0%
48000 OBSTRUCTING POLICE	0	21	13	0	62 %	75	89	-15.7%
49000 ESCAPE/FLIGHT	0	0	0	0	0 %	0	1	0.0%
50000 OBSTRUCTING JUSTICE	0	27	3	0	11 %	56	89	-37.1%
52001 WEAPONS OFFENSE CONCEALED	0	12	12	0	100 %	15	4	275.0%
52003 WEAPONS OFFENSE OTHER	0	4	2	0	50 %	4	6	-33.3%
53001 DISORDERLY CONDUCT	0	78	68	0	81 %	112	158	-29.1%
53002 PUBLIC PEACE OTHER	0	1	0	0	0 %	3	2	50.0%
54001 HIT AND RUN MOTOR VEHICLE ACCIDENT	30	32	2	0	6 %	33	55	-40.0%
54002 OUI/ OR OUID	0	133	130	0	98 %	156	164	-4.9%
55000 HEALTH AND SAFETY	1	1	0	0	0 %	1	2	-50.0%
57001 TRESPASS	12	12	1	0	8 %	16	11	45.5%
70000 JUVENILE RUNAWAY	11	11	0	0	0 %	13	5	160.0%
75000 SOLICITATION (ALL CRIMES EXCEPT PROSTITUTION)	1	1	0	0	0 %	1	1	0.0%
AGENCY TOTALS:	1,241	1,936	676	0	35 %	2,196	2,274	-3.4%

City of Wyandotte

Police Commission Meeting

Regular Commission Meeting
May 10, 2016

ROLL CALL

Present: Chief Daniel Grant
Commissioner John Harris
Commissioner Dr. Michael Izzo

Absent: Commissioner Doug Melzer (Excused)

Others Present: Inspector Brian Zalewski

The regular meeting was called to order at the Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan by Chairperson, Commissioner Harris at 6:16 p.m.

The Minutes from the regular Police Commission meeting on April 12, 2016, were presented.

Izzo moved, Harris seconded,
CARRIED, to approve the regular minutes of April 12, 2016, as presented.

UNFINISHED BUSINESS

NONE

COMMUNICATIONS

NONE

DEPARTMENTAL

1. Bi-Annual Physical Fitness Results

The Department tests in both October and April of each year.

Most of the participants for the recent testing were at the gold level; we also had 3 at the silver level and none for the blue level.

This is a voluntary program and participants may earn up to \$1,000 extra per year if they pass both testing events at the gold level.

The Commissioners extended their congratulations to the participants on a job well-done.

Izzo moved, Harris seconded,
CARRIED, to receive the Bi-Annual Physical Fitness Results and place on file.

2. Lieutenant Exam / Staffing Update

Only Sergeants Seeley and Hamilton passed the recent Lieutenant's exam; a total of six Sergeants took the test.

Even though the Department only needs to fill two vacant Lieutenants positions, they will still conduct interviews with the two individuals that passed.

Along with the test and interview scores, seniority plays a part in the overall ranking and ultimate job assignment of the Lieutenants, i.e. whether they are placed on the day shift or night shift.

3. Police Officer Staffing Update

The Department recently accepted new applications for police officers until April 22, 2016. After reviewing those applications, there are approximately 16 – 18 candidates that will be scheduled to take the physical agility test in the near future. We also have their EMPCO test scores already.

The Department currently has 5 vacant positions for police officers.

One of the vacant positions recently opened up due to one of our probationary officers resigning from the Department. He was a very nice person, but just didn't "get" the job. He also lacked attention to detail.

Instead of being terminated, the officer chose to resign.

Izzo moved, Harris seconded,
CARRIED, to accept the Officer's resignation / release agreement and place on file.

4. Police Statistics – April 2016 and Year-To-Date / MICRS Statistics

The Chief shared both the statistics generated in house and those provided from the State of Michigan.

The State of Michigan statistics (MICRS) compared Wyandotte's January thru December, 2014 statistics to January thru December, 2015 statistics. Overall, the crime rates were down 3.4%.

Chief Grant went through and discussed various categories listed in the MICRS report.

The Drug category has increased, but almost everything else has gone down. One of the reasons the Drug category has increased is because our Special Ops unit has been doing a tremendous job tackling the drug problem in our community.

Izzo moved, Harris seconded,
CARRIED, to receive the April 2016, Year-To-Date and MICRS Statistics and place on file.

5. Citizen Survey Response

Ultimately, 4 officers responded to this potential domestic dispute, and the Chief gave them all praise and acknowledgment for a job well-done.

Izzo moved, Harris seconded,
CARRIED, to receive the Citizen Survey Response and place on file.

6. Bills and Accounts – April 26, 2016, \$5,232.37, May 10, 2016 \$18,709.78

Izzo moved, Harris seconded,
A Roll Call was held and the Motion
CARRIED, to unanimously approve payment of the bills for April 26, 2016, \$5,232.37, May 10, 2016 \$18,709.78

NEW BUSINESS

None

Members of the Audience

ADJOURNMENT

Since there was no further business to come before the Commission, there was a motion to adjourn the meeting at 6:42 p.m.

Izzo moved, Harris seconded,
CARRIED, to adjourn meeting at 6:42 p.m.

Laura Allen
Administrative Assistant
Wyandotte Police Department



DRAFT

WYANDOTTE RECREATION COMMISSION

A meeting of the Wyandotte Recreation Commission was called to order on Monday, April 12, 2016 at 7:30 pm in the Harold Popp Warming Room at the Benjamin F. Yack Center.

Members Present:

Vice President Margaret Loya
Commissioner Rob DeSana
Commissioner Ed Ronco

Also Present:

Sup't of Recreation Justin N. Lanagan
Recreation Secretary Aimee Garbin

Excused:

President Wally Merritt
Secretary Lori Shiels

A motion was made by Commissioner Ronco and supported by Commissioner DeSana to approve the minutes of the previous meeting.

PERSONS IN THE AUDIENCE:

None

CORRESPONDENCE:

1. Commission check from Court Connections in the amount of \$14.40 for the month of February, 2016.
2. Commission check from Court Connections in the amount of \$16.00 for the month of March, 2016.

INTERDEPARTMENTAL:

None

COUNCIL RESOLUTIONS:

March 14, 2016 Council Agenda item approving the purchase of 151 8' rectangle plastic banquet tables from Lifetime in the amount of \$13,087.17.

April 4, 2016 Council Agenda item approving the use of the city parks and property, including the use of Bishop Park pavilion by Karen Kowalik for the International Overdose Awareness Day on August 31, 2016.

April 4, 2016 Council Agenda item approving the use of city sidewalks and property including parking lot #9 for the 4th Annual Step it Up! Fun Run/Walk on September 10, 2016.

April 4, 2016 Council Agenda Item approving the use of city parks and property for St. Vincent Pallotti Mass in the Park, including the use of two golf carts to transport those who may need assistance and for the power in the dock area to be turned on to use their PA system.

REPORTS AND MINUTES:

Arena Report March 2016.....\$412.00 Open Skating.... \$20,881.00 Ice Rental....
\$89.00.....\$4,105.00 Concession

Account Breakdown Pay Period ending 2/22/2016 & 3/20/2016

Tele-care Report March 2016

Senior Van Report February 2016 & March 2016

Open Skate Report February 29, 2016 to March 12, 2016.....\$428.00

Senior Friendship Club Minutes February 2016

Senior Friendship Club Treasurers Report – March 2016

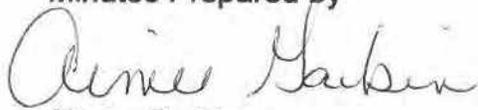
SPECIAL ORDER:

Commission discussed with Superintendent Lanagan:

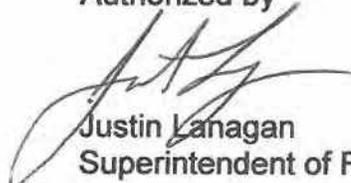
- Superintendent Lanagan stated the Sea Wall located at the #9 tee at the Wyandotte Shores Golf Course collapsed due to erosion and approximately 50-75' of fencing fell into the water. BASF will do an underwater assessment with plans to re build the Sea Wall as soon as possible.
- Superintendent Lanagan discussed suggestions that he, President Merritt and Commissioner DeSana had come up with in hopes of eliminating the ultra-competitive nature of Youth Basketball Program. A few of those suggestions are to eliminate standings, eliminate trophies ,and remove referees for third and fourth grade games, letting the coaches be on the floor to both officiate and coach their respective teams. Also talked about clearing the score after every quarter, eliminate bonus shooting foul shots, and expulsion from the league if you are ejected from a second game, no pressing, only man to man defense can be played outside the three point (no double teaming), inside the three point line all defenses allowed (traps and double teams are permissible). Discussion has been tabled for a future meeting.
- Superintendent Lanagan discussed the removal of the Bishop Park Concession Platform. Safety hazards are a big concern as the wood is rotting in some spots and requires constant maintenance, vandals have broken several railings off along with twenty some spindles. The current leasee for the concession stand also expressed concerns about people using drugs and drinking during business hours in the park. Superintendent Lanagan's recommendation is to remove the platform with the help of the DPW. Superintendent Lanagan suggested in the future to place a concrete slab in its place if one isn't already under and place new picnic tables for patrons to use while in the park. Vice President Loya motioned, Commissioner DeSana Seconded.

There being no further business to discuss, a motion was made by Secretary Shiels and supported by Commissioner Ronco to adjourn the meeting at 8:29 pm.

Minutes Prepared by


Aimee Garbin
Recreation Secretary

Authorized by


Justin Lanagan
Superintendent of Recreation

2016 Wyandotte Recreation Commission Meetings – 2nd Tuesday @ 7:30 pm @ Yack Arena
December 13th

May 10th

June 21st Special Exception

July 12th

August 9th

September 13th

October 11th

November 15th Special Exception